



Director Report November 2021

Personnel / Administrative

- Rebekah was brought up from part-time to full-time last month. We are still working on her exact job description & title, as we re-structure staffing & evaluate where she is most needed. Suffice it to say, she is doing a lot of different things – recording meetings, doing post-production & editing, and program scheduling.
- The Board voted to amend the annual operating budget, reflective of the proposal presented last month. The amended amounts have been documented and included in the latest budget report that was emailed to the Board.
- Eric has accepted a new position at Dartmouth College and will be leaving us after December 3rd. He spent 3 years, nearly to the day, at Okemo Valley TV, as our full time Production Coordinator. We wish him well with the new position, and it's a move that makes sense for him. I'm appreciative of his work over the last few years and the role that he filled. This means that there will be even more slack to pick up in the short-term. At the same time, we are in a transitional period, as we've discussed on the Board level. With a re-structuring in mind, we need some time to consider the future personnel moves. There are a lot of changes happening, to be sure!
- Our regulatory Annual Report (along the narrative summaries that we provide to the Towns, post to the website, etc.) is due by the end of the month.

Programming & Production

- We have continued to build on our meeting coverage, We are now handling the Windsor Central Supervisory Union's school board meetings (which covers Plymouth & Reading in addition to several other Towns around Woodstock). We have also begun receiving Reading's Planning Commission meetings. These new meetings are in addition to the 16 or so regular meetings that we were already covering and/or receiving each month.
- In November, we've started to get back to live broadcasting & streaming a couple of local meetings each month, with the Ludlow Selectboard meeting of November 1st and the November 15th meeting of the Plymouth Selectboard.

Community Engagement

- The committee met on Nov. 16. & named Newt as the chair. Discussion topics & action items were focused on the underwriting program and ideas for publicity around the 20th anniversary. A report from the meeting is forthcoming.
- I have been working with 2 students 2 days / week from next door at the Expeditionary School. They are apprenticing and have been helping with the digitization of our old video library, and will also be doing some editing
- I continue to work with several Towns on the implementation of AV systems in their Town Halls & office buildings, to support hybrid meetings. Ludlow's system is being purchased. I

have submitted proposals from vendors to both Plymouth & Mount Holly. We are in the discussion phase with Andover.

- It's time for submitting our FY2023 Town Appropriation requests. I will need to get those done next week. We have received 2 of our FY2022 contributions so far.
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Facility & Equipment

- I have spoken with construction consultants about providing a cost estimate for the final phase of our building project. We need this to move forward with putting together a budget & applying for grants.
- There is currently an open filing window for a USDA Rural Development grant, whose criteria our project meets. We need to be collecting letters of support from the community organizations who work with us – particularly those who would benefit from the project (those who would be users of the space). The deadline is December 17th. If anyone has the time, energy, and/or expertise to help put this proposal together, let me know.