

**Okemo Valley TV
Monthly Board Meeting Minutes
April 11, 2023
Okemo Valley TV, 37C Main Street, Ludlow, VT and Zoom**

Present: Pat Moore, Noah Schmidt, John Cama, Wendell Perkins, Patrick Cody, Executive Director, Okemo Valley TV

Zoom: Lisa-Hamm-Greenawalt, Robert Greenwalt

Absent: Newton Rose, George Thomson, Zachary McNaughtona

- 1. Call meeting to Order/Review Agenda:** The meeting was called to order by Noah Schmidt at 5:38pm.
- 2. Communications / Public Comments:** None.
- 3. Review and Approve Meeting Minutes:** Lisa made a motion to approve the minutes from the March 16, 2023, board meeting. Motion seconded by Pat. The motion was unanimously approved by the board members present. Minutes discussion noted that future minutes should be initially sent as a DRAFT copy. Need greater clarity on changes to board minutes causing a delay in getting the minutes on our website. Once draft minutes have been corrected, the final minutes will be distributed as FINAL.
- 4. Director's Report:** Patrick's written Director's Report was not yet prepared for distribution and will be forthcoming. Highlights from the report are:
 - **Outreach:**
 - Working with Ludlow on AV systems challenges. The combination of patchwork systems and ee turnover has caused problems. Patrick was concerned that continued problems make OVTV appear less than competent even though the issues are theirs to manage and correct. Resolution is taking too much of Patrick's time. Bob asked what it takes to correct. Lack of Wi-Fi in the auditorium is being addressed. Need vendor to evaluate and make recommendations and oversee implementation. Need to replace cables and sound board. Bob recommends that Noah speak with the new town manager about the situation so to extricate OVTV from the situation. Noah agrees and will follow up accordingly. Costs are unknown. Similar issues in Mt Holly but less complex.
 - **Fundraising:**
 - Possibility of MERP (Municipal Efficiency Resiliency Program) grant for Ludlow to address needed improvement to buildings and grounds. The town hall needs better insulation, window replacement and roof panels. The balcony

area where the broadcasting work is done is too hot in the summer months. Also of interest is the 37 Main Street building with paving and drainage issues being primary objectives.

- **Grant money:**
 - There remain opportunities through ARPA funds for nonprofits.
 - We have submitted a cultural facilities grant application in the past. We should explore doing so again. The deadline, however, is May 1.
- **Equipment Needs:**
 - We have \$29,500 budgeted this fiscal for equipment earmarked mostly for a new master control server as the current one is 8 years old. The estimated cost for the equipment and software is \$22,000. We need to make this purchase quickly. Lisa made a motion for board authorization to purchase necessary equipment at a cost not to exceed \$22,000. John 2nd motion. Approved unanimously by the board.
- **Other funding:**
 - The state has appropriated \$25,000 to OVTV for the next fiscal year. The state will be distributing approximately \$1 million to PEG stations in fiscal year '24.
- **Website:**
 - Looking at website upgrade. A group called Localeyz runs a website platform tailored to community TV. We are currently spending up to \$10,000 to support the current website; this platform may lower our costs to less than \$5,000.

5. **Strategic Planning:** Date set for May 16 5-8pm at George'

6. **Community Engagement Update:**

- Covered earlier in Director's Report.
- Discussion on presentation to the board from last October by Becky Wynne on social media development opportunities. The board has opted to discuss this matter following the strategic planning session in May.

7. **Financial Report:** not much to report at this meeting. Financial reporting is still delayed as we work through the challenges of our bank fraud case. Financials will be forthcoming as we are nearly finished with all the necessary account reconciliation.

- Quickly summation, budget on target as both revenues and expenses are broadly in line with expectation.
- Patrick has requested the board to approve a request to our bank for a higher credit card limit as \$2,500 is too low. He has requested an increase to \$10,000. Lisa made a motion to approve up to \$10,000 credit limit, seconded by Bob. The board approved unanimously.
- A finance committee meeting should be called shortly for work on the 24 fiscal budget.

8. Committee Reports:

- **No updates**

9. Next Meeting Date:

- **Scheduled for June 14; board retreat to serve as May board meeting.**
- **Annual meeting scheduled for June 20.**

10. Adjourn: Lisa moved to adjourn at 7:20pm and was seconded by Pat. Motion unanimously approved.