

MCCI Board Meeting: 2/29/12

Present: Staff--DeanG, OwenW, CindyT Board—MikeL, MikM, AnneH
Absent—DonnaF, CKelley, KBodin

Meeting began at 6:15 PM

I. Minutes: 1/25/12 minutes DECISION: approved

II. Treasurer/Business Report:

See attached 2011 Financials, account summary and draft budget options, one with tech coordinator at 15 hours, one with position at 20 hours

Discussed Don Clegg's stipend in light of tech position hours. Need to account for increased number of tech hours at least initially to reorganize and improve tech. Will discuss Don's schedule. Discussed need for new bookkeeper. Anne will review situation with payroll accounting consultant. Board will consider seeking new bookkeeper. (*Or was that decided?*) Annual report completed by Anne. There is capital available to invest in building purchase/repair/remodeling as well as equipment.

III. MCTV Business

Staff reports

Equipment/technology—Dean and Owen gave a report—see attached.

Cameras in process of being repaired, using a consultant and will contract for more consulting time to review camera situation. [Update: Studio cameras all operational!] Purchased 4 handheld cameras. See attached staff report for more equipment/technology news.

Outreach—Cindy gave a report; see attached.

Survey: Anne will send survey to Cable Advisory Committee for review [See attached.] Anne will find out whether her employer can offer free printing and folding if we supply paper. Cindy will price out paper and mailing a letter versus a flat. Survey will be sent to Montague postal patrons including businesses. Keep it under \$1500. Mik will call the jail about printing. [Update: We are mailing a self-mailer and likely having it printed at a local shop, then mailed through Adams Direct Mail, for about \$1055 total.]

School events/sports/student work: met with Jonathan Chappell at the high school, he can help in a limited way.

Hot Seat: Calling it "Quick Shot" and beginning to line people up

More Technical—Owen gave a report; see attached. Owen is busy and needs more hours to get tech. caught up; town meetings are requiring his prep, production, post production time, as there are kinks to work out that require his expertise rather than volunteers'. Need to review budget, address hours, get underwriting for meetings, negotiate payment from Town of Gill (they have a cable budget) for coverage of Gill meetings.

DECISION: Anne will ask for meeting with Town of Gill.

Discussed C. Kelley's commitments and deadlines for rack and wiring diagram and the transition to having a technical coordinator.

DECISION: Anne will communicate with Kelley about situation.

IV. MCCI Business:

Board Member Resigning—KBodin

DECISION: Accepted resignation, Anne will send note to her.

Town Hall Work—issues with setting up and monitoring audio, directing 3 cameras—not appropriate for current volunteer base—see Owen's report above

MCTV rack work—bogged down as Kelley did not meet deadline after offering to complete

DECISION: Dean and Owen should hire consultant to fix rack and make wiring diagram, build relationship with consultant for future needs. Get fee estimate.

Policy Update: Personnel, Station and Procurement

EDIC meeting/potential new studio update: EDIC recommends razing the bldg., to be discussed at March 19 Selectboard meeting when Pat Allen is back. This would likely cost the town \$20,000. Dave Jensen is in favor of saving the building. Frank Abbondanzio responded favorably to the project if MCTV would reconstruct the roof so it would fit in with the downtown architecture.

DECISIONS: Inform community about issue, MCTV's vision and 3/19 meeting by calling active members, putting out a press release and sending a one page prospectus to EDIC and Selectboard (Cindy and Mik); Get mold remediation and building renovation estimates (Mik and Anne?); Estimate cost and what we can afford;

VI. Upcoming events committed to by MCTV

Tabled

VII. Other events proposed by producers

Tabled

VIII. Other items

None discussed

IX. Reminders

Next board meeting:

March 28, 2012 6-8 PM

Meeting ended at 8:15 PM