Board Meeting 7/22/21 Minutes
(Richmond Town Ctr building, 203 Bridge St., 3rd Floor)

Board Present: Ron Rodjeniski, Ted Lyman, Peter Wolf, Tim Chamberlin
Staff Present: Erin Wagg, Angelike Contis, Jim Hering, Ruth Miller
Public Present: Jessica Alexander (for Studio Tour)

6.30 Meet at MMCTV space for Studio Tour

Formal meeting called to order at 7pm

Motion to pass meeting minutes of 4/13/21 and 5/5/21 (special) by Tim and seconded by Ted.

Moving Update & Next Steps -

- Mid-June started paying new rent, while paid rent for old space through end of June.
  New rent: MMCTV is paying half a year in advance, twice a year. (Our idea, for ease).
- **Waitsfield Telecom** volunteers did amazing job with painting, moving & very smooth server move. (Server was up thanks to Jim, Bill, WCTV/Comcast within 6 hours). We should provide Waitsfield Telecom with a more detailed record of help. Jim did a lot of work getting us out of old space.
- **Security Deposit/Old Space** – Previous landlord (Cindy Feloney) is requesting additional payment over security deposit for work after we left on space, including repair to old windows (due to counter install), electrical and other. Board will review final estimates/receipts. Whoever installed the counters when MMCTV moved in at 35 W MMCTV was there for 13 years.
- End of pandemic emergency order coincided with our move. MMCTV did first hybrid meeting for Richmond on day of move.

--RON ASKS STAFF TO LEAVE FOR EXECUTIVE SESSION—

*Peter announces motion to approve bonus for all - $250 each (Jim, Angelike, Ruth, Erin).*
*Passes unanimously.* Board voices appreciation for extra work at stressful time. Ruth notes closer ties with municipalities.

Hybrid Meetings Update –

- Richmond was up and running, then Jericho. Now Underhill’s second camera installed. Learned importance of being in-person to help staff/boards initially.
- Training: Erin just learned how to run hybrids last week. Staff will be on-boarded soon too.
• Ron asks what archiving. Who’s responsibility? How long are meetings kept? We should touch base with towns about their protocol and which meetings need to be kept and for how long. Do we want to be a subcontractor to help? Discussion of processing more (DOUBLE) meetings than ever.
• Staff looking forward to freeing up time (with remote meetings settling down) for more non-municipal, community producer work in new space

Review 2nd Quarter Financials
• TD Bank leaving is inconvenient
• Concern about higher accounting expenses.
• Bill Cairns help on move & hybrid meetings invoiced separately.
• Ron asks CD expiration date be added to financial reports.

Summer Workshops/Camps update
• Angelike led Animation Camp at DRML (created 8 min films) and Our Community Cares Camp (OCCC) 1-morning workshop
• TV Camp scheduled for Aug. 2-6, with ten 10-15 year olds, co-taught by Ang. and college student/former MMU intern Madeline Daly. We offered scholarship space to OCCC.

Other Business
• Ron asks about studio plan for next 3 months. Door at top of list.
• Jim notes we are keeping spending low, but floor would be a good start. The Idea is to remove carpet in a spot and evaluate floor repair options. We do not want floor squeak to bother people below and downstairs. We can discuss removing carpet and inspecting what is there.
• Plan to remove boxes and dvd backup/paper scanning
• Update on VAN efforts to get new funding
• More discussion about quiet remote cameras, Hybrid meetings, instructions taped to table.

Motion to adjourn by Peter. Seconded Ted. Passes unanimously.

Meeting ends at 8pm