

**MINUTES OF Concord Community TV  
ANNUAL MEETING of Board of Directors, June 26, 2012**

AGENDA ITEMS:

1. Call to Order: Present-Matt Newton(Chair), Tim Restall (Treasurer), David Siff (Clerk), Julia Freeman-Woolpert, Gene Connolly, Tonya Rochette, Susan Gunther, Larry Prince, and Kim Murdoch. Executive Director Doris Ballard and Programming Coordinator Chris Reinhardt were present.
2. Determination of Quorum: 6:35 PM. There being 9 members present it was determined that a Quorum existed.
3. Minutes from May 22, 2012 were reviewed. Motion to accept the Minutes by Tonya Rochette, Seconded by Tim Restall, approved unanimously.
4. Public Comments: No members of the public were present to speak.
5. Treasurer's Report: See written report which included a proposed annual budget. Motion to approve the report and the new budget by Matt Newton, seconded by Larry Prince, approved unanimously.
6. Reports of Committees were covered:
  - a. Board Development, By-Laws & Nominating Committee: No report.
  - b. Capital Improvement Committee: Chris Reinhardt led the discussion. Reference is made to the written report. Worthy of further note is the brochure on "TelVue PEG.TV" which enables CTV to add "cloud based Live Streaming & Video-on-Demand services with hardware purchased from TELVUE. Chris Reinhardt described the current process to add programs to the CTV website. The new hardware and annual service contract will allow all current programming to be added to the website with a menu to website viewers to search for past and present programs on a "Keyword Search." Chris described his contacts with a few other PEG organizations and their satisfaction with the product and the al expertise was discussed. See written report on the Committee's recommendation. On Motion by David Siff to authorize the Executive Director to purchase the TelVue Cloudcast Hardware for the price of up to \$3,000.00 from Capital funds, seconded by Kim Murdoch, it was unanimously approved. Executive Director told the Board that the \$3,000.00 annual fee for the software was in the proposed budget for 2012-13 (Line 5092).
  - c. Finance: See Treasurer's written report and Proposed Budget for 2012-13. Doris Ballard led a discussion of the line items in the Proposed Budget. After brief discussion and clarifications of some items, On Motion from Matt Newton to approve the Proposed Budget for 2012-13 as written and seconded by Tonya Rochette, it was unanimously approved by the Board.
  - d. Outreach Committee: No Report.

e. Personnel: No Report.

7. Reports of Directors: None.
8. ELECTION OF DIRECTORS: There was no slate of proposed Directors up for re-election or election to the Board. Doris Ballard has suggested that there will be some Board additions proposed at the September meeting.
9. ELECTION OF OFFICERS: Officers are to be elected for the coming year are for positions of Chair, Chair-Elect, Treasurer and Secretary for a one year term. The proposed slate of Board Officers is: Matt Newton (Chair), Tonya Rochette (Chair-Elect), Secretary Susan Gunther, and Treasurer Tim Restall. All were present and willing to accept that spot on the ballot. Nominations were opened from the floor, but no further nominations were offered. On Motion by Kim Murdoch, seconded by Julia Freeman-Woolpert, the slate of new officers was approved unanimously. Susan Gunther took over her duties at this point. The Board thanked David Siff and honored his six years of Board service with the presentation of a clock engraved to note that Board service.
10. STAFF REPORT: See written report. Worthy of further note is the upcoming Concord Market Days July 19-21, 2012. CTV will have the mobile van on Main Street and live programming will be featured, with the CTV office closed to allow staff participation at the event. On motion to approve this report by Matt Newton, seconded by Larry Prince, the Staff Report was unanimously approved.
11. Unfinished business: None.
12. New Business:
  - a. A calendar of coming Board Meetings was presented. One change agreed to by the Board was to have no July 2012 meeting, but meet on August 28, 2012 and the other dates listed.
  - b. Concord Market Days is listed on the Agenda for discussion here, but the Board was informed about the CTV participation earlier in the meeting.
13. Adjournment: Motion to adjourn by Kim Murdoch, seconded by Susan Gunther, approved unanimously at 7:35 PM.

A true record, Attest:

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Susan Gunther, Secretary

MINUTES APPROVED: On Motion by \_\_\_\_\_, seconded by \_\_\_\_\_, \_\_\_\_\_ 2012.