**LCTV Board of Directors Meeting**

Date:  Thursday, September 9, 2010

**Attendance:**

Bristol: Russ Lane, Nancy Hanna (abs)

Damariscotta: Ann Pinkham, Laurel Cooley, Julie Clark (exc)

Newcastle: Art Mayers, Martha Frink, Susan Bickford

Nobleboro: John Emerson, Barbara Johnson(exc), Bobby Whear (exc)

Waldoboro: Alan Lowe, Hans Nicolaison (exc)

Wiscasset: Jack Swanton, Sean Rafter, Steve Wallace

Station Mgr: Mary Ellen Crowley

**Quorum**.  The President declared that a quorum was present.

C**omments by the Public**.   None

**Minutes of Last Meeting**.  A motion passed to accept the Secretary’s August 12th minutes as amended by vote at this meeting.  (The name of Martha Frink replaced Ann Pinkham’s regarding the Station Manager’s Professional Development dollars that is reported in the Treasurer’s paragraph.)

**Treasurer’s Report** (Art). As of August 31, 2010, LCTV had

$9,052.35 checking account

$465.70 savings account

$2,500 CD and Paypal $949.95

It was noted that Wiscasset owes us $2,205.74 as an outstanding bill for franchise fees.  Also noted that in August we did receive from Nobleboro the sum of $2,111.00 as franchise fees from their 340 subscribers = 750 viewers.

Infozone/Fundraising:  Thanks to Laurel Cooley’s work, we will be having a table to distribute information about LCTV and selling raffle tickets on cords of firewood; also the LCTV t-shirts will be for sale at the Infozone of Pumpkinfest.  (Thereby, we need a price for the shirts)

Martha stated that she has requested a sponsorship from Bath Savings Institution for $600.00

Art reported that the fiddlers’ group is meeting at the station on Wednesday evenings and leave a donation for this.

**Alternative Revenue Enhancement Committee Report** (Art)

1. T-shirts: Susan – BOD voted to order 50 shirts; no price was set for these at this time.  Liberty Graphics will produce these ($100 set up fee) for us.
2. Firewood Raffle Tickets update   John asked that we sell tickets as the drawing will be held on October 11th.  Tickets will be sold at the Infozone on Sat/Sun of Pumpkinfest weekend.
3. Pumpkinfest Art stated that the pumpkin out on the lawn has met its demise.  Art is hoping to obtain one from a friend.  Pledges are still being accepted for LCTV’s pumpkin that will benefit the station’s treasury.

**Program Committee** (Susan, Martha, Mary Ellen) no report.

Much discussion took place about political showings on our channel.  (Major discussion about Shawn Moody, Independent for Governor clip that was run on LCTV; eventually removed)  A committee of Martha, Steve, Mary Ellen and Susan is to meet to review policy regarding Political Programming.   LCTV’s Policy and Procedures also need reviewing.  It was agreed that we should not jeopardize our station’s 501C3 standing.

**Technology Committee Report** (Jack, Sean, Nancy, and Alan).  No report. *Sean reported that he would report on Channel 22 at the next meeting.*

**Fall Meeting Planning Committee** (Laurel, Susan, Mary Ellen)

Laurel, Mary Ellen, John, and Russ met; invitations sent to the Town Managers and Select Boards of LCTV supporting towns.  Planning a power point presentation that may also be used for the BOD to utilize at any other public meetings.  The meeting is scheduled for Thursday, October 7, from 4 to 5 [p.m.at](http://p.m.at/) the Media Center.

**Station Manager’s Report** (Mary Ellen)

Classes:

1. Sent out an email to several people I thought might be interested in teaching classes.  Got a good response:
2. Art Mayers will be teaching "Video Made Simple" beginning September 25 for four weeks.
3. Jack Swanton will be teaching "Switcher I" and "Switcher II" courses, days and times TBA.  In conjunction with this, I've been talking to people about producing a weekly studio show; music seems to be a common interest, so that's what we'll shoot for.  Once we get that going, students will have a show to work on to gain the experience and confidence to produce their own shows.
4. Lee Arnott will be teaching a videography class starting in late October.
5. Dave Svens has volunteered to teach whatever we need teaching; so I am holding him in reserve to fill in the gaps.
6. We will also be announcing on-going classes in recording government meetings.  The people who are currently doing the recordings will teach these on location in Bristol, Damariscotta, Waldoboro, and Wiscasset shortly before and during regular scheduled meetings.

Equipment:

1. Still need a decision from the board on purchasing a NAS (backup system) for storing video files.  I recommend $925 for a 6 TB NAS that will give us 4 TB of storage.  I have close to 2 TB of video that has to be moved from their current hard drives to the new system.
2. Dave Svens installed a trial version of the Pinnacle editing system on the donated and restored PC.  I encourage people to take a look - it is very simple and has a lot of fun aps

Facilities:  John contacted L.R. French about completing the repair job on the heating problem.  They said they would.

Public:

1. Made and delivered copy of Art's Lincoln County Oral History interview with David Chapman for David's family.  David passed away on August 20 and they wanted to play it at his memorial service.
2. Made a copy of Guys in Gowns for a member of the Lincoln County Sherriff's Department (his name escapes me) that was in the show.

Government:

1. With the invaluable help of Dave Svens, recording equipment successfully installed at the Wiscasset Town Hall.  Had to return the joystick remote camera control as the cameras are farther apart than allowed by the system, but purchased a "remote booster" which allows control of the cameras with the regular remote.  Motion isn't as smooth as it would be with the joystick, but it saved Wiscasset $900.00.  Wiscasset's September 7 Selectmen’s meeting will be the first recorded using the new equipment.
2. Spoke about revised by-laws and LCTV's plans for immediate future at a Waldoboro Selectmen’s meeting.
3. Was contacted by Ron Grenier, town manager of Newcastle, asking if we could get someone to tape a planning board meeting on September 16.  Susan Bickford has volunteered.
4. Laurel already reported on the Fall Planning Committee meeting.   Since then have completed and mailed letters to town officials and continue to work on presentation for meeting.

**Public Relations** **Committee Report** (Laurel)

2010 Pumpkinfest Infozone

1. LCTV is registered to participate in the 2010 Pumpkinfest Infozone, operating in Elm Street Plaza, Damariscotta, on Saturday, October 9, 10 am to 2 pm, and Sunday, October 10, 9 am to noon.  To date, on Saturday, Julie is covering 10 to 11 am, and Mary Ellen, 1 to 2 pm; on Sunday, Barbara is covering 10 am to noon [back-up is requested].  Volunteers are needed to fill openings on Saturday, 11 am through 1 pm, and on Sunday, 9 to 10 am.  I will provide printed Infozone guidelines and LCTV brochures to volunteers.  Raffle tickets may be sold, so contact John Emerson for any needed tickets.

Press Releases

1. I wrote and Maine Media Women distributed a release, announcing MMW’s scheduled September meeting, to be held at the LCTV Media Center. LCTV Board members are invited to attend. Susan Bickford and I are program presenters.  The program portion of the meeting begins at 10 am. MMW will distribute a photo and post-meeting press release, detailing the presentation.
2. I wrote and Lincoln County News ran “Looking Back on Community Access Television,” with an accompanying picture of Karen O’Bryan.

Correspondence

1. I emailed Robert Blakelock, Coastal Maine Botanical Gardens volunteer  and Nobleboro resident. Robert produced several well-done CMBG promos, broadcast on LCTV.  I encouraged Robert to consider producing CMBG-related programming, suggesting some research and education initiatives underway.
2. I sent a letter to Jackie Bennett, librarian, Bristol Area Library, providing information about LCTV and its services.

Printed General Brochures Distribution

1. I dropped off 20 copies of the general brochure at Bristol Area Library.

**Old Business**:

1. Motion and second was made to approve $925.00 for a 6TB-NAS that will provide 4TB of storage.  Vote 11 for and one abstained.
2. Board Vacancies, Bristol, Waldoboro – no update at this time
3. Bylaws – all Towns received the current Bylaws as of Sept 2010
4. L.A. Film/Theater group (Susan). After the meeting, Susan stated that Griff Braley and his Lincoln Academy students are planning a field trip to the studio in the future.
5. Facebook Page - Russ says it is up and running but slow to take hold.
6. Lincoln Academy – Mary Ellen did meet with staff of LA and came up with a list of equipment needs for them to consider purchasing in future years.

The next Board meeting is scheduled for **Thursday, October 14, 2010, at 5:00** at the LCTV studio at 29 Sheepscot Road.  *Hope to see you all then.*

Respectfully submitted,

 Ann Pinkham

LCTV Secretary, Pro tem