**LCTV Board of Directors Meeting**

Thursday, November 18, 2010

**Attendance:**

Bristol: Russ Lane, Dave Svens

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

Newcastle: Martha Frink, Susan Bickford Art Mayers (exc)

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

Waldoboro: Alan Lowe (exc), Hans Nicolaison (exc)

Wiscasset: Jack Swanton, Sean Rafter Steve Wallace( exc)

Station Mgr: Mary Ellen Crowley

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

C**omments by the Public**. None

**Minutes of Last Meeting**. Motion passed to accept the Secretary’s October 14, 2010 minutes as written.

**Treasurer’s Report**

As of October 31, 2010, LCTV had:

$8406.47 in the checking account;

$466.06 in the savings account,

$2,500 in a CD, and

Equipment Expense should be excluded from the minutes per board recommendation.

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

No report; 2 names selected for the firewood raffle; John Emerson and Steve O’Bryan to deliver to winners in Damariscotta and Alna.

**Program Committee** (Susan, Martha, Mary Ellen, Steve Wallace)

Committee members met in July and then with Steve Wallace, an additional member. There were questions from the Station Manager. A. Mayers did have input into the recommendations. Committee has meshed program and policies together. The existing guidelines were left in. The intent was to be fair and yet not contain conflicts with local programming. Report will be e-mailed for review and discussion is to take place at the January 2011 meeting.

**Technology Committee Report** (Jack, Sean, and Alan).

Jack reported that the new equipment rack is here and will be set up when committee has some time to work at moving all of the equipment. Doors are needed for the rack.

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

The meeting was postponed and finally held on October27 at the Media Center. A summary was provided and discussion held at the November 11th meeting that was entirely devoted to the Towns’ input. Those present were Ron Grenier, Greg Zinser, Bill Post, Richard Spear, Kristine Poland and from LCTV Laurel Cooley, John Emerson, Alan Lowe, and Mary Ellen Crowley. Meeting outcomes and summary provided to the Board. Full discussion devoted to this issue at the regularly scheduled Board meeting on November 11. Minutes provided by Laurel Cooley and attached to the minutes for filing.

**2011-2012 Budget and Municipal Funding**

Laurel provided the Board with a list of each Town’s processes and necessary requirements. Discussion was held regarding the Dec. 23 filing deadline in Bristol. Russ, Dave and Ann will circulate petitions for Bristol (157 signatures required, more than that needed to net out 157). Nobleboro’s deadline is 12/31. The Budget Committee will meet to work on the proposed 2011-12 budget and make final recommendations on the funding formula and papers to be filed. Budget Committee of Jack, John, Ann and Mary Ellen (Russ) to meet and draft such an operating budget for approval by the entire Board prior to submission to the Towns. We also need to provide Towns with how we spent the money provided us last year.

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

Classes:   
Jack's Studio Production class petered out...no graduates.  
Lee Arnott is hoping to offer a videography class in early 2011.  
Equipment:  
Bought a power source for the new table mic.  
Purchased an audio limiter to enable a consistent audio output for broadcasts, meaning no more audio distortion (unless it's in the original recording) and an overall improvement in audio quality.  
Thanks to Dave's expertise, we now have five fully operating, albeit unique and "vintage", cameras for field work.   
Purchased two more mini LCD monitors for studio cameras to replace one that stopped working and to have one for the fourth camera that Dave set up.  
Dave fixed a malfunctioning studio light.  
Jack has recently had to replace two malfunctioning dvd drives in the computer I used for importing video into the broadcast system. Lucky for us, no cost involved as Jack had scavenged them from old computers he has at home.   
Dave helped Alex (the gentleman from Wiscasset that tapes the Wiscasset Selectboard meetings) with an equipment problem that turned out to be "operator error".  
Jack and Dave (with a little computer help from me) switched the broadcasting equipment from the utility rack to the new equipment rack Jack purchased for $75 - it's worth at least $500! It was well worth the effort - much easier to access equipment and replace cables as needed.    
Public:  
Lee Arnott volunteered to tape the First Congregational Church of Wiscasset Church in Society lecture, "Islam in America".  
Bill Coyne received a refresher course in use video equipment to tape the 3rd Annual Emil Human and Civil Rights Forum at Skidompha. Also helped him edit the production on an LCTV computer equipped with Final Cut Express editing software.  
Helped Ann Pinkham use her Windows Movie Maker software to produce dvds of the school sports and music programs she tapes.  
Dave and Russ met with the producers of the Lincoln Academy Basketball games to offer input on a new recording system they will be installing.  
Miscellaneous:  
As promised, we now have video available for viewing on the LCTV website. The videos are now on the home page, but I will be getting together with Liam Ducharme this Saturday to create new web pages for it - the VOD page and pages for categories. i.e., Waldoboro Government Meetings, Wuzzup, Lectures - and archives links. My goal is to have all locally produced videos available on the website. I'm still working on the most efficient and least costly way to do this.

One-Time Shows:  
Maine eastern Railroad - Dave Svens  
Neighbor by Neighbor: Mobilizing an Invisible Community in Lewiston Maine - Round Point Movies  
GSB at Bristol Girls JV Basketball, 11/22/10 - Ann Pinkham  
Bristol vs GSB JV Boys Basketball, 11/23/10 - Ann Pinkham  
Islam and the Muslim Faith in America - Lee Arnott  
3rd Annual Emil Landau Human and Civil Rights Forum - Bill Coyne  
GSB Band, December 3, 2010, Parts I and II - Ann Pinkham  
Protecting the Nature of Maine - Natural Resources Council of Maine  
Serial Shows:  
Sleepless in Gaza and Jerusalem   
Waldoboro Board of Appeals  
Bulletin Board, Promos and PSAs  
"Community Dinners" slide for Wiscasset Community Center  
"Restore" slide for habitat for Humanity/7 Rivers  
"Call Santa" slide for Edgecomb Congregational Church   
Wiscasset Selectboard PSA (taped and edited by Alex Diamond)

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

Press Releases

LCTV raffle winners and re-announcement of studio production course (and also to LCTV database); Waldoboro Board of Selectmen appointment of Hans (Nick) Nicolaisen to LCTV Board of Directors

Correspondence

Mary Ellen Barnes, Lincoln County Economic Development Office, contacted LCTV about a scheduled Damariscotta Focus Group, considering economic enhancement of artists, writers, musicians, performers, artisans, hosted by River Arts, Town of Damariscotta and Lincoln County Economic Development. A bulletin board slide ran through October 28. Mary Ellen Crowley also notified independent producers about the meeting.

Emailed bulletin board instructions to Mary Sheldon, Nobleboro Historical Society. Traveling through Nobleboro by railway program slide was posted on bulletin board.

LCTV-Town Managers/Administrators Meeting

Attended meeting and wrote a meeting summary for distribution at November 11 LCTV board meeting.

2005 LCTV Vision Statements

Collated board of directors’ 2005 vision statements for distribution at November 11 LCTV board meeting.

2011 Municipal Funding Requests Procedures

Contacted the 10 towns within LCTV’s broadcast area to obtain 2011 municipal funding requests guidelines and w ill provide Mary Ellen and board members with a list of towns’ scheduled budget cycles and funding requests procedures.

 The next Board meeting is scheduled for **Thursday**, **December 9**, **2010 at 6:00** at the River Grill in Damariscotta and future meeting on January 13, 2011 at the LCTV studio at 29 Sheepscot Road.

Respectfully submitted,

Ann Pinkham

LCTV Secretary, Pro tem