

**LCTV Board of Directors Meeting**  
Thursday, October 13, 2011

In Attendance

Bristol:

Damariscotta: Laurel Cooley, Julie Clark, Ann Pinkham

Newcastle: Chris Doherty

Nobleboro: John Emerson

Waldoboro: Alan Lowe

Wiscasset: Jack Swanton

Station Mgr: Mary Ellen Crowley

Asstant Mgr: KJ Flewelling

Excused

Susan Bickford

Bobby Whear

Hans Nicolaison

Sean Rafter, Steve Wallace

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

**Minutes of Last Meeting.**

Motion passed to accept the Secretary's September 8, 2011 minutes as amended and emailed. The minutes will be sent to each of the Towns in the franchise area.

**Treasurer's Report** (Jack)

As of September 30, LCTV had \$10,318.40 in the checking account. The CD was converted to cash on September 20. We are solvent, with our assets all in cash, and only a small payroll liability. We have received nearly 30% of our expected income thanks to Bristol, Nobleboro and the auction, while our expenses have only used about 24% of our budget. In short, we are doing fine and will be able to stay within our means while accomplishing our mission.

**Budget** (Mary Ellen)

Mary Ellen raised the issue of the municipal funding requests for our next fiscal year. She reported that if our budget needs are similar to last year, using the updated figures from the 2010 census and the 2010 Time Warner reports, this would cause the individual town assessments to vary from last year, some higher, some lower. After some discussion about the formula and its purpose, *a motion was passed to use the updated figures and the same formula as used last year in our municipal funding requests based on our budgetary needs for FY 2013.*

**Discussion of Cameras** (Mary Ellen)

Mary Ellen reported that she has shopped around for good studio and field cameras and recommends the purpose of used Canon XL2's for \$1,000 each. She stressed the importance of compatible cameras which would allow us to teach a videography class for 6+ students at once. She asked for an amendment to the budget (which originally authorized \$6K for Studio cameras and \$2K for Field cameras) to redistribute the expense and authorize the expenditure of \$3.5K for Field cameras and \$4.5K for Studio cameras. *Motion passed to amend the Budget to expend \$3.5K for Field cameras and \$4.5K for Studio cameras.*

## **Technology Committee**

KJ agreed to be the head of the Technology Committee and write a report each month for the Board.

## **Public Relations Report (Laurel)**

### Press Releases

“LCTV Announces 3 Regional Video Festival Judges,” sent to regional media and Portland Press Herald

“Collaborative Film-Makers Capture Court House 250<sup>th</sup> Anniversary,” sent to regional media and Portland Press Herald.

### Miscellaneous

Developed and printed copies of a Producer’s Guidelines brochure, based on portions of the LCTV policies and procedures. Copies are available in the Media Center.

### Correspondence

Emailed Karen Filler, a Skidompha Library board member, recommending that the Chats for Champions committee consider inviting Wuzzup team Bobby Whear and Mike Christopher to speak.

Provided LCTV print materials to Amanda Russell, Edgecomb resident and founding member of Friends of Midcoast Maine.

### Outreach

Mary Ellen, Susan Bickford, Julie Clark and I hosted an LCTV information table at the Pownalborough Courthouse 250<sup>th</sup> Anniversary celebration on the court house grounds in Dresden. (See also press release, “Collaborative Film-Makers Capture Court House 250<sup>th</sup> Anniversary.”)

Mary Ellen and I attended a meeting at the Nickels-Sortwell House, Wiscasset, with: Wiscasset-area non-profits, Mary Ellen Barnes, director, Lincoln County Economic and Community Development and Donna McNeil, director, Maine Arts Commission. The Lincoln County Regional Planning Commission (LCRPC), River Arts and other cultural groups have applied for an economic development grant. The grant draft proposal envisions a Lincoln County Arts and Cultural Council, staffed by cultural organizations, county and municipal leaders and members of chambers of commerce. The plan would combine traditional marketing with social media, web videos, and visitor services.

I will be writing a release about the PumpkinFest Regatta and the live feed to the Lincoln Theater, as well as a piece on the Music Shows that Alan is beginning to produce and direct.

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

### Big News:

KJ Flewelling accepted the teacher/assistant manager job and started on September 9. With Jack's help, he quickly got up to speed with the switcher and started training a

studio production class. KJ has also familiarized himself with the LCTV equipment, helped me choose a new editing computer and research cameras. KJ has been helpful in many, many ways - LCTV is very lucky to have him!

#### Government:

We have been unable to recruit a volunteer to tape Bristol Selectboard meetings every Wednesday night, so I'm continuing to do it. I've been talking to them about installing recording equipment so it can be done with or without volunteer.

I attended a Damariscotta Selectboard meeting and gave input on the updated franchise agreement with Time Warner. The Selectboard voted for a 15 year contract with a 3% franchise fee and a \$40,000 capitol grant with \$8000 for the town and \$32,000 for LCTV. I wrote up a report for equipment needs and a cost estimate for the town of Newcastle to install recording equipment in the town office and the community room at the fire station that can be operated with or without volunteer.

I gave input at the Newcastle public hearing regarding the updated franchise agreement with Time Warner. The Newcastle Selectboard eventually voted for a 10 year contract with a 3% franchise fee and a capitol grant of \$10,000 for Lincoln Academy and \$5000 for the town to purchase and install recording equipment in the town office and the community room at the fire station. The latter decision was helped by a petition created by LCTV board member and Newcastle resident Chris Doherty. Not sure how many signatures Chris collected, but it was enough to convince him and the Newcastle Selectboard that residents want town meetings to continue to be videotaped.

Wiscasset purchased four table condenser boundary mics so that everyone, at all recorded meetings, is audible.

Four members of the Wiscasset Selectboard - Judy Colby (Chair), Ed Polewarczyk, Bill Curtis and Pam Dunning, and Wiscasset Town Manager Laurie Smith, toured the LCTV Media Center on Friday, October 7.

After the tour we sat and talked about LCTV's needs. I suggested they consider giving LCTV some of the money they received in a capitol grant from Adelpia Cable when their contract was renegotiated in 2004. We also discussed other sources of funding and avenues for equipment; Pam gave me some names of grant organizations she thought might be helpful and Laurie suggested contacting towns for equipment like printers and monitors. I also asked them to consider supporting the CAP ACT and emailed Laurie a sample town resolution to send to federal legislators and a summary of the act.

#### Public:

We had several people use the camera to get footage of the Pownalborough 250th in September. I edited it - took out the parts when they didn't realize the camera was still taping - shots of the ground, etc. - and added titles and transitions. The end product can be seen at <http://www.lctv.org/> as video of the month.

Dave Svens had to back out of his role in relaying video from Pumpkinfest events to the Lincoln Theater, so Andrew Fenniman, the director of the theater, decided to forgo it this year. But one player, Ken Smith, Chair of the Pumpkinfest Regatta, was determined to make it happen. LCTV was able to help by providing a camera and cables and some technical advice. Michael Christopher, the producer of Wuzzup, manned the camera for the live feed of the Regatta and, from all reports, did a swell job. Lee Arnott also taped on

Saturday and will create one of her marvelous videos that will air on LCTV and can be used for Pumpkinfest promotion for next year.

I suggested that next year LCTV get the Slingbox feed so we can show it live on Channel 7 and the Lincoln Theater can take it directly from the cable. I'd like to see next year's budget include money for a Slingbox and the equipment necessary to transfer the signal from the internet to broadcast. Won't be that costly and I'm sure producers will find other uses for it besides Pumpkinfest.

### Classes

We had five attendees at the orientation class on September 17, one of which is participating in the current studio production class.

The studio production class has a total of six students and has met three times. Class meets on Tuesdays at 5:45p; new students can join by coming in at 4:30p for a studio orientation class, but they'll have to wait for an opening as we have a full crew right now. The class is working on Alan Lowe's show, *Maine Music*. The first taping is scheduled for October 11.

### Equipment:

Purchased an editing computer for \$797.00 from ALLPCZONE, an ebay seller. If you are interested in specs, see:

<https://mail.google.com/mail/?ui=2&ik=43f0997a55&view=att&th=132abd96390026ef&attid=0.1&disp=vah&zw>

I also purchased three Canon high-def camcorders, but have returned them. I'm rethinking our decision to go HD and the idea to buy used studio cameras. I'll go into details at the board meeting.

### Miscellaneous:

Julie Clark, Susan Bickford and Lee Arnott met at the studio one afternoon to judge video for the Northeast ACM Film Festival. It was a win-win - they helped the festival and LCTV got two new videos to show - "Big Bad Bully" (the group's top pick) and "Texting and Driving" (the group's second pick) - we can always use more programming for children and teens.

New hours: Monday 3:30p-6:30p, Tuesday 10a-8p, Thursday 10a-5p, Friday 10a-12p.  
That's a total of 22 hours - we're getting there!

### New Programs/Bulletin report for Aug/Sep/Oct

#### One Time Shows:

Homage - Monument to a Doomed Ship - Lincoln Ferber  
Salmon Back Home and Eels, Too (PegMedia)  
Draft Horses Planting Organic Corn (PegMedia)  
At The River's Edge - An Oral History of Berlin, NH (PegMedia)  
The Vernal Pool (PegMedia)  
Liberty News TV - Natural Born Killers? (PegMedia)  
Chris Height - LCTV (music from the LCTV auction show)  
April Reed Cox - LCTV (music from the LCTV auction show)

Ale House String Band - LCTV (music from the LCTV auction show)  
Liberty TV News - Nuclear Nanny State (PegMedia)  
Pownalborough Court House 250th Birthday Celebration - LCTV  
Wiscasset Public Hearing - Fire Works, Tidal Energy - Town of Wiscasset  
Texas Flying Legend's Museum - local request  
Texting and Driving (NE/ACM Film Festival)  
The Big Bad Bully (NE/ACM Film Festival)  
Bobby Reed and Brian Gelina - Lee Arnott, taped at the LCTV Media Center  
The River Mild - Art Mayers  
Pumpkinfest Art Pumpkins - Art Mayers

Series:

Fault Lines (Free Speech TV)  
Just Coolin' (PegMedia - Music)  
Chatting with History (PegMedia - Comedy)  
Footlighters Amateur Theater 57th Annual Show - Dave Svens  
Dialogue with Doti and Dodge (PegMedia - interview program)  
The Garage (PegMedia - hobby show)  
The John Birch Society - local request  
Wiscasset Ordinance Review - town of Wiscasset  
You Call That Art? - Art Mayers

Bulletins, Psa's, Promos:

Pemaquid Watershed Sunset Cruise  
Pemaquid Watershed Coastal Cleanup  
Share the Road PSA from Bicycle Coalition  
Town of Bristol Needs Volunteer to record Selectboard Meetings  
Charity Golf Promo PSA (Special Olympics Fundraiser in Boothbay)  
Nor'easter Barbershop Chorus (fundraiser)  
SASSMM PSA  
Time Warner Digital Conversion Notification  
Fluoride Discussion Event  
Food Addicts in Recovery Anonymous

(above are only slides I have posted - do not include all user's slides)

**Conflict of Interest**

Laurel and Ann presented a revised provision for the Bylaws concerning conflict of interest. Laurel stated that although the State of Maine does not require nonprofits to have this provision, it is recommended. *Motion passed to accept the Conflict of Interest provisions as written to be added to the Bylaws.*

**Structure of the Board**

Barbara Johnson has resigned from the Board as a Nobleboro representative. Her resignation brings the size of the Board down to 12 members.

The Board discussed the structure of the board in terms of number and focus. Ivan originally modeled the Board with three residents representing each Town that gets cable and pays franchise fees to Time Warner. Clearly we have outgrown this conceptual model.

Originally there were only four Towns in the Franchise Area, so a total of 12 Board members was quite workable. Now with 10 Towns, we have a potential for 30 Board members, which is clearly too large.

It was generally agreed that we would need at least 1 representative from every Town but we can invite anyone to join a Committee.

We discussed the importance of bringing capable and dedicated people to the Board and the need to focus on their abilities and dedication rather than their residence in any given Town. It was suggested that we could focus on Committee representation rather than Town representation. We might first decrease the size of the Board and then build up the strength of each committee.

We will need to discuss this matter more fully in the upcoming year so we can best meet the needs of the communities which we serve.

#### **Next Meeting**

The next regularly scheduled Board meeting will be held on Thursday, November 10<sup>th</sup> at 5:00 at the LCTV Studio at 29 Sheepscoot Road in Newcastle.

*Motion passed to adjourn the meeting at 6:45 p.m.*

Respectfully submitted,

*Julie Clark*

Julie Clark, Secretary of LCTV