

CLAREMONT COMMUNITY TELEVISION, INC.
BOARD OF DIRECTORS MEETING
SUGAR RIVER VALLEY REGIONAL TECHNICAL CENTER

QUORUM HAD FIRST BEEN ESTABLISHED FOR A BOARD MEETING TO BE HELD ON 1-5-2016. PRIOR TO THE MEETING DATE, IT WAS CANCELED. A QUORUM WAS THEN RE-ESTABLISHED AND THE MEETING RE-SCHEDULED.

MINUTES -- WEDNESDAY JANUARY 13, 2016

PRESENT : Joel Schneid, Pauline Pelletier, Ron Landry, Allen Berggren, Nick Maynes

ABSENT : Amy Richardson

VISITORS : deForest Bearse – City of Claremont Coordinator Boards and Commissions
Martha Maki – Edward D. Jones and Company

CALL TO ORDER / (SCHNEID) Agenda modified in order to accommodate Ms. Bearse's visit.

CCTV BOARD CERTIFICATION AND RECERTIFICATION CONCERNS

deForest Bearse: individual CCTV Board member certifications required by city regulation are current. Board expressed concerns about redundancy and time expenditure for Board members who have been reappointed. These volunteers must repeat entire certification process including return trip to City offices, repeat being sworn into office and to duplicate paperwork and procedures including notarized signatures. Of note was the 1-year appointment made by School Board with the same inherent processes in addition to nomination and follow-up communication with the City by the SAU.

BOARD GOVERNANCE (SCHNEID) Nominations and vote for 2016 Board officers :

* Chairperson : Maynes motion to nominate Schneid, 2nd by Pelletier. Unanimous approval..

* Co-Chairperson : Berggren motion to nominate Ron Landry, 2nd Schneid. Unanimous approval.

* Treasurer : Maynes motion to nominate Pelletier, 2nd by Berggren. Unanimous approval.

* Secretary : Landry motion to nominate Berggren, 2nd by Schneid. Unanimous approval.

MINUTES OF 11-30-15 MEETING (SCHNEID) Landry motion to approve. 2nd by Schneid. Unanimous approval.

PRESENTATION: RETIREMENT BENEFIT TYPES - Martha Maki: IRA vs 401K ; "SIMPLE" IRA, effective for small organization: least paperwork and cost. Employer match 2% or 3% of salary – employee permitted to set aside more with no match. All SIMPLE custodial fees paid by employee. Example: Edward Jones as custodian charges \$40 per year for management and additional fees for investment / divestment. Participants in SIMPLE, by law, must include both full-time and qualifying part-time employees. For CCTV, this would include Gary Dickerman and Keith Druhl. A 3% of salary match by CCTV would cost about \$2,220 total for 2016. Currently, there is no retirement benefit for CCTV employees. Berggren motion to approve a 3% SIMPLE IRA benefit to begin calendar year 2016. 2nd by Landry. Unanimous approval.

FINANCIAL REPORT (DRUHL) Reports delivered: Profit and Loss Budget vs Actual : Consolidated Jan 2015 – November 2015 and Balance Sheet as of November 2015.

EXECUTIVE DIRECTOR REPORT (DRUHL) Acquired three year software / hardware support contracts of our broadcast control system, messaging system and video-on-demand server from Tightrope Media Systems. Software updates include an improved video-on-demand webpage frame. Fulfilling part of CCTV web improvement plan this part of update will provide better community access to CCTV online videos. ** Parks and Recreation / Rotary Club - New Years First Night 2016 – Nick Maynes, Frank Jones, Mike Read, Mike Tetu, Travis Shonio, Matt Wood. Live feed of fireworks with moderator from rear of Tech Center. Volunteer shooting in the field documenting events for the record and as PSA prior to next year's events. Refreshments provided by CCTV for volunteers and visitors. During month of January fireworks will be rebroadcast. Separate program showing field events. Tetu to follow with edit of Off-Broad Street Players presentation at the Community Center. ** Much material is on the shelf at CCTV and need edit to complete. Producers have not done so, time is passing. Therefore CCTV will arrange edit with volunteers, staff / contractors. Material includes: 250th Celebration oral histories, Woman and Technology workshop, NH Executive Council breakfast and Off- Broad Street / Historical Society Spirit of Claremont monologues.

SCHEDULE NEXT MEETING (SCHNEID) Wednesday Mar 9 at 2:30pm motion by Schneid, 2nd Landry. Approved unanimously. Meeting adjourned by Schneid, 2nd Pelletier, passed unanimously.