

CLAREMONT COMMUNITY TELEVISION, INC.
BOARD OF DIRECTORS MEETING
MINUTES --- THURSDAY JUNE 5, 2014
Approved Sept. 4, 2014

Present (all; full quorum) - Schneid, Berggren, Maynes, Pelletier, Landry. Also, Executive Director Druhl.

MINUTES OF PRIOR MEETING (5-8-14) Berggren motion for approval, 2nd by Schneid, unanimous approval.

BOARD GOVERNANCE Schneid to submit paperwork to City / SAU for approval by school board at SB meeting. 3 inquiries via City about CCTV Board from Claremont Savings employees – all live out of town hence not applicable.

EXECUTIVE DIRECTOR REPORT

We will be carrying County Commissioner meetings held in Unity and Newport. These are being recorded by county staff member using Newport Access equipment – Newport to reformat on DVD, chip or Dropbox. CCTV volunteer will cover all County government meetings held in Claremont unless otherwise notified..

Zach Williams, city Planning & Development associate, completed video to use in marketing city via the Internet. Interviews with manufacturing businesses and flyover shots of city provided by Chamber of Commerce and WMUR. For production, Zach used CCTV equipment and personal resources. Looking forward to receiving broadcast version of program for CCTV.

Very busy as school year ends with many requests for “direct service” rather than guidance / instruction. Included in roster: Middle School Graduation, Adult Education graduation, Stevens Graduation, River Valley Community College graduation, Stevens end of year concert, Alumni Day Parade, Stevens 2014 Class Night. We no longer have the services available from Alex Dodge - one of our Production Coordinators. But over this busy period we plan to have assistance from one or more previously trained individuals. These include college-enrolled contractor we use when available on breaks throughout the year; now available for open-ended period (Josh Raymond), two former employees (Marina Morgan and Matt Wood) who have moved back to the area and a student who shadowed in 2000 via Business and Education Partnership (Travis Shonio). Hanni and Ken Boeck, Sunapee residents who work in the city, have provided volunteer time and have begun production on a community information show – “Our Neighborhood”.

FINANCIAL REPORT

Presented for review and approval was a Board requested condensed-format “Budget to Actual” balance sheet. The goal for the new template is to better highlight the primary expense and income areas rather than the much expanded version we had been using. The individual departments are still available on “Year to Date” and “Month Only” balance sheets.

Also presented was the provisionally approved 2014 budget with transposition corrections included.

Motion by Schneid to approve new budget format, 2014 final budget with 2013 compare rev. 3 and May 2014 “Budget vs Actual” Board, 2nd by Landry, unanimous approval by Board.

NEXT MEETING

September 4, 2014 at 2:30PM.

NON- PUBLIC

Discussion held regarding employee and volunteer matters.

ADJOURNMENT

Motion made by Landry; 2nd by Pelletier – passed unanimously