

ConcordTV Board of Directors Meeting Minutes

March 23, 2021

Present: Chair David Murdo, Michelle Gilbert, Charles Russell, Rob Altman, Steve Ambra, Melissa Fisk, Clint Cogswell, Tonya Rochette. Also present was Executive Director Josh Hardy.

Next meeting: April 20, 2021 6:30pm Remote via Zoom

1. Call to Order 6:30pm

2. Determination of Quorum (6) Quorum confirmed

3. Approval of March Board Minutes approved unanimously.

4. Public Comment

- No public comment

5. Staff Reports *provided as separate attachment with highlights noted below*

- Presentation to Capital Area Student Leadership program (CASL) students and filming for the Media & Communication day for all students persuasive speeches. This introduces ConcordTV to younger demographics in the Greater Concord area.
- Support Leadership Greater Concord with editing the History & Culture Day for Leadership Greater Concord group, repurposing for CASL.
- Support with New American Vaccine Clinic and Reunification information supporting COVID community actions and teacher education.
- Continued live streaming support for high school sports.
- Purchased new staff camera setup with Access A/V.
- IT Director Michael O'Meara updated the board on how ConcordTV distributes/shares video content across multiple platforms such as Youtube, the cable channels, and social media. The board asked for him to provide additional information in April to clarify how ConcordTV staff decides where to share videos.

6. Reports of Committees

Board Development, Bylaws and Nominating Committee:

- No committee activities to report

Reopening Committee (ad hoc)

- Re-opening producing studio to Producers starting April 13, 2021 with restrictions and reservations needed. Letter sent to Producers with instructions and Frequently Asked Questions information sheet.

Executive Committee

- No committee activities to report

7. Treasurers Report

- Executive Director provided an update on financial transactions one to note is TelVue renewal took place and will every 5 years which was unbudgeted for but will be accounted for upon next renewal date.

8. Old Business

- No old business to review

9. New Business

- Contract renewal

Adjournment 6:45 pm approved unanimously