

# ConcordTV Board of Directors Meeting Minutes

## Monthly Board Meeting April 18, 2023 via Zoom

**Present:** Daniel Rich (Secretary), Tonya Rochette, Steve Ambra and Robert Altman  
Also present was Executive Director Josh Hardy

**Next meeting:** Live Budget Presentation, Tuesday, May 9th at 6:30pm in the ConcordTV studio.

**1. Call to Order** 6:33p.m.

**2. Determination of Quorum (4)** Quorum confirmed.

**3. Public Comment**

- None.

**4. Board Minutes from March Monthly Board Meeting for review/approval**

- Approved unanimously.

**5. Staff Reports**

- Josh provided the Board with an update regarding ConcordTV's scholarship, which received 2 applicants this year. Both candidates were discussed, presented strong credentials and will be attending college to pursue a career in film or filmmaking. Josh and the Board decided to award one applicant \$1,000 and the other \$500.
- Josh advised us that ConcordTV recently attended the Chamber's Business Showcase not only to record, but to also host a booth at the event. The event was a lot of fun and was a great outreach opportunity for ConcordTV.
- Josh updated the Board on recent programming efforts, which included a highlight of the Concord Rotary Club and a video centered upon the upcoming eclipse.

**6. Reports of Committees**

- By-Laws & Nominating: (1) The Board discussed preparing for the upcoming year by potentially slating the new officers in advance of the Annual Meeting to help facilitate a smooth transition; the goal was to introduce the concept to the Board and have a more substantive conversation at next month's meeting. (2) The Board briefly followed-up on Board member recruitment efforts. Board members were encouraged to continue to think of potential community leaders who would be a great addition to our Board as the ideal number of members is 9 directors.
- Capital Improvement: Josh thanked the Board for its recent electronic vote approving the purchase of 4 cameras to upgrade those that are typically offered to the public and a remote switcher to replace the existing device. Josh advised the Board that he intends to find a good home for the used products that will be replaced.

**7. Treasurers Report**

- Josh started by presenting the current financials and indicated that ConcordTV is doing well and on target with its current budget. The Board was also advised that a new line item "apparel" will be added to upcoming Budget to help differentiate between apparel costs and supplies (i.e. batteries, tape, etc.).
- Josh then presented a draft FY 23-24 Budget for the Board to review. Reference was made to certain material line items (i.e. marketing, patrol, insurance, dues / subscriptions). Specific conversations were had regarding increasing payroll in order to remain competitive and retain ConcordTV's talent. The Board and Josh decided that he'd look into certain cost savings to see if there was room in the budget for downsizing.

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## **8. Old Business**

- Josh advised the Board that all of the particulars for the Annual Meeting are all set. ConcordTV's Annual Meeting will be held on June 27, 2023 at 6:30pm at the Heights Community Center. This will be the last meeting taking place at 6:30pm. Invites will be shared and the Board was encouraged to invite others as the event is attended by award recipients and other interested members of the public.

## **9. New Business**

- None.

**10. Adjournment** 7:18p.m., approved unanimously.