

ConcordTV Board of Directors Meeting Minutes

Monthly Board Meeting September 26, 2023 at ConcordTV

Present: Tonya Rochette (Remote), Steve Ambra, Robert Altman (Chair), Melissa Fisk (Remote), Richard Finkelson and Daniel Rich (Secretary)
Also present was Executive Director Josh Hardy

Next meeting: October 24, 2023, 6:00 p.m. at NAMI New Hampshire (85 North State Street, Concord, NH 03301)

- 1. Call to Order** 6:00 p.m.
- 2. Determination of Quorum (5)** Quorum confirmed.
- 3. Public Comment.** None.

4. Staff Reports

- Josh provided the Staff Reports to the Board using a new format. The new format provides a synopsis of major project(s) that each staff member is working on, while also providing a “By the Numbers” section which uses ConcordTV’s data to highlight certain areas of interest to the Board such as view counts, types of media receiving attention and subscriber information. Following Josh’s run down of the Staff Reports the Board and Josh shared in a discussion regarding the new Staff Report format and whether this was something the Board wanted to see more of moving forward.

- 5. Board Minutes from May and August for review/approval.** The Board reviewed and motioned to approve the May 2023 Budget Presentation and August 2023 Board Meeting minutes. The motion(s) to approve the May 2023 Budget Presentation and August 2023 minutes were approved unanimously.

6. Reports of Committees

- None.

7. Treasurers Report

- Josh advised the Board that the Q1 Franchise Fees were in transit to ConcordTV, which was followed by a brief discussion regarding certain specific line items that were present in the financial report / statements (ex. expenses such as payroll and insurance premiums).
- Josh then discussed potential grant opportunities for ConcordTV, including a Title IV grant in connection with ConcordTV’s existing spring break program. The grant would allow the program to be offered free of charge to certain students, while also generating more revenue for ConcordTV.
- The Board then focused their discussion on the insurance premiums and the requirements that are currently being proposed by its insurer in connection with renewing ConcordTV’s existing cyber security policy.

8. Old Business

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- The planned Board conversation surrounding Josh's efforts to put together an "Estimated Value of Services" template for ConcordTV's use was tabled until next month's meeting to allow Josh and the Board ample time to review the template that Josh has put together.

9. New Business

- ConcordTV 25th Anniversary – Josh advised the Board that ConcordTV's 25th Anniversary is quickly approaching and that ConcordTV would like to do something fun to celebrate this achievement. The Board discussed some preliminary ideas for the celebration, including injecting fundraising components into the celebration itself, the guest list and also some potential venues for the occasion.

10.Adjournment 6:48 p.m., approved unanimously.