

ConcordTV Board of Directors Meeting Minutes

Monthly Board Meeting February 20, 2024, at NAMI New Hampshire (85 N. State Street, Concord, NH 03301)

Present: Tonya Rochette, Steve Ambra, Robert Altman, Richard Finkelson, Clint Cogswell and Daniel Rich (Remote).
Also present was Executive Director Josh Hardy.

Next meeting: March 19, 2024, 6:00 p.m. at NAMI New Hampshire

1. **Call to Order.** 6:02 p.m.
2. **Determination of Quorum (5).** Quorum confirmed.
3. **Public Comment.** None.
4. **Board Minutes from January 2024 for review/approval.**
 - The Board reviewed and **motioned** to approve the January 2024 Board Meeting minutes. The motion to approve the January 2024 minutes was approved unanimously.
5. **Staff Reports**
 - Josh indicated to the Board that he'd be on vacation the week of February 26th, but that ConcordTV will remain open, and Mike will be overseeing things in his absence.
 - Josh provided a high-level summary of the staff's recent activities, specifically highlighting that: (i) there has been a recent rise in the number of productions as well as City and School Board meetings given the fact that it is budget "season"; (ii) ConcordTV streamed the CHS pep rally so that those students with accessibility-related needs could attend but in a controlled environment – this footage will be used to produce a highlight video of said pep rally.
 - Josh spoke to the fact that he has recently been more involved in outreach, including a recent presentation that he had at a Chamber of Commerce networking event.
 - Josh informed the Board that the results of a security audit have been received, which flagged some low / no-cost fixes that could be implemented by ConcordTV in short order (in fact some were put into place immediately). ConcordTV will focus on the other recommendations in the security audit in the near future, which may include employee training.
 - The Board was advised by Josh that the newly purchased broadcaster server will be installed on April 9th and 10th. The hope is for no downtime, but both the City and the School Board have been advised of the potential for limited downtime during the installation.
 - Josh advised that Matt is studying to get his unmanned aircraft systems license so that ConcordTV can potentially consider offering drone-related services. Matt will be reimbursed for his fees to obtain licensure as this is a benefit to ConcordTV. In the coming weeks and months there may be Board-related conversations about insurance to cover drone activity, and also a conversation on what, if any, drone ConcordTV should purchase.
6. **Reports of Committees**
 - *Nominating and By-laws*
 - The Board walked through certain Bylaws revisions which were circulated by Josh in advance of the meeting and illustrate prospective changes to the language regarding the City and School Board's ability to designate a certain number of directors to the Board.
 - Given the City's indication of not planning to fill those position(s), the edits to the Bylaws that Josh proposed remove all legacy language that give the City and School Board the ability to designate a certain number of directors.

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- The Board agreed that the language that allowed the City and School Board to retain non-voting liaisons should be retained.
- The Board briefly discussed taking a deeper look at the Bylaws to potentially clean up some other legacy references that are presently included in the Bylaws (ex. reference to notice by telegraph).
- The Board **motioned** to accept the changes to the Bylaws removing the language that allowed the City and School Board to designate a certain number of directors. The motion to revise the Bylaws was approved unanimously.

7. Treasurers Report

- Rachel was not in attendance at this month's meeting but did meet with Josh prior to tonight's meeting to reconcile the credit card statements and address other short-term accounting needs for ConcordTV. A more substantive review of ConcordTV's financials will follow at next month's meeting.

8. Old Business

- *Charitable Gaming* – Josh and the Board decided that a substantive conversation regarding charitable gaming should wait until next month's meeting to allow for a greater number of Board members to weigh in with their thoughts. Certain Board members raised some preliminary ethical concerns and other logistic related questions, but those were tabled until next month's meeting.
- *25th Anniversary Updates* – Josh informed the Board that we may be able to hold the Anniversary Party at the Grappone Conference Center for free (or a significantly reduced rate). The Board then briefly discussed the pros and cons of having the anniversary party at Bank of NH Stage versus the Grappone Conference Center. The Board recommended using the reduced rate at the Grappone Conference Center as leverage in negotiations with the Bank of NH Stage. Lastly, Josh said that some sponsorship opportunities were cropping up, but that if the Board knew of any other leads to send them Josh's way.

9. New Business.

- *Electioneering in Community Programming* – Josh brought to the Board's attention a recent news article discussing an issue in Nashua involving public access media and its use in connection with furthering certain political views. While Josh indicated that ConcordTV does not appear to have any programming that would run afoul of the concepts discussed in the article, it is still important to pay attention moving forward to ensure that ConcordTV is not using City resources to tout political stances or arguments.
- *ConcordTV Media Scholarship* – Josh reminded the Board that ConcordTV has a \$2,000 budget for its media-based scholarship program. Steve has graciously volunteered to help Josh interview potential candidates (Thanks Steve!). Reminder that the scholarship is currently only open to Concord High School and CRTC students who are pursuing a media-related degree in college.

10. Adjournment. 7:07 p.m., approved unanimously.