MINUTES OF Concord Community TV
MEETING of Board of Directors, November 27, 2012

Agenda Items:

1 **Call to Order:** Present Matt Newton (Chair), Tonya Rochette (Chair-Elect) Gene Connolly, Jessica Fogg, Julia Freeman-Woolpert, Kim Murdoch, Larry Prince, Doris Ballard (Executive Director)

2 **Determination of Quorum:** 6:30 p.m. There being 7 voting members present it was determined that a quorum existed.

3 **Minutes from October 23, 2012** were reviewed. Motion to accept minutes by Tonya Rochette, seconded by Larry Prince and approved unanimously.

4 **Public Comments:** Matt Newton took a moment to talk about the great coverage Concord TV provided on the Complete Streets Committee meetings. The board gave a round of thanks to staff member Chris Reinhardt for his hard work, and also recognized staff member Steve Cloutier for his efforts. Kim Murdoch introduced Michael O'Meara as a candidate for the board of directors. Motion to approve Michael as a member of the board of directors made by Matt Newton, seconded by Kim Murdoch and approved unanimously. Welcome, Michael! We're very happy to have you join us!

5 **Treasurer's Report:** See written reports and balance sheets submitted. Doris Ballard explained that the insurance quote from current provider is too expensive, and she is working to gather quotes from other providers. Motion to accept reports by Julie Freeman-Woolpert, seconded by Tonya Rochette and approved unanimously.

6 **Reports of Committees:**

a **Board Development, By-Laws & Nominating:** No report.

b **Capital Improvements:** No report.

c **Finance:** No written report. Doris Ballard also explained that our current accounting firm has unexpectedly been sold to another firm, Graham & Graham, and our accountant Marilyn Chandler is no longer with the firm. Doris is communicating with Graham & Graham to see how this change will impact Concord TV going forward and if we should be seeking another firm.

d **Outreach & Development:** See written report submitted.

e **Personnel:** No report.

Motion to accept committee reports made by Matt Newton, seconded by Kim Murdoch and approved unanimously.

7 **Staff Report:** See written staff report submitted. There was a bit of discussion regarding Concord TV building Powerpoint slides for nonprofits for the on-air bulletin boards and whether or not this should be done as fee-for-service. Doris Ballard will be giving this some consideration. Motion to accept written report made by Kim Murdoch, seconded by Julia Freeman-Woolpert and approved unanimously.

8 **Unfinished Business:**

a **Potential board members/appointees:** We are still looking for three more board members--would like to have at least one attorney. We need two members of the community as the mayor's city appointees to the board--we would like to have one of them involved in the arts. Please provide names suggestions to Doris Ballard.

b S**table Building:** Matt Newton attended a meeting of the group involved with looking at the Stable Building as a potential media center. The group has decided to hold moving further until more information comes in regarding Bill Binnie building the new TV/radio studios at the former Walker School. There may be opportunities to bridge his efforts with Concord TV. Will keep the board informed.

9 **New Business:**

a **Holiday Party:** The Concord TV holiday party will be held on December 27, 2012 at 5:30 p.m. at the Concord TV offices. Please let Doris Ballard know if you will attend, and be sure to bring a "re-gift" item!

b **Taped Holiday Greeting:** Following the conclusion of tonight's meeting, the board will be taping a quick holiday greeting in the Concord TV studios.

10 **Adjournment:** Motion to adjourn made by Tonya Rochette. Julia Freeman-Woolpert seconded and the motion was approved unanimously. Meeting adjourned at 7:29 p.m.

A true record, Attest:

_____

Matt Newton, Chair

MINUTES APPROVED:

On Motion by: _____

Seconded by: _____

Date: _____