

# **Bedford TV Board of Directors Meeting**

Monday, April 11, 2016

Meeting was called to order at 12:30 p.m.

Board Members Present: J. Turner, B. Dutton (via phone), Lisa Warhover

Staff Members present: G. Dolan, J. Puhle, P. Gilarde

Guests: Taissir Alani, Kyle Draper

## **Guest Speaker:**

### **Taissir Alani – Facilities Mgr. for Bedford**

- Discussion of his role in the town and relation to BCAT.
- Discussion of how the town determines rent and rent increases
- Scheduling meeting with Greg Dolan for Energy Audit of facility. TBD.
- Solution needed: Preserving existing equipment in the Control Room.
- Discussion of open communication.
- Scheduling quarterly meetings with BCAT.

## **Director's Report:**

- Discussion of short-term solution for staffing changes.
- Scheduling meeting with Director & Board for discussion of long-term strategy for staffing. TBD.
- DVD sales and classes going well.
- Pursuing a week-long summer camp for Middle School Students.

## **Outreach Report:**

- Open House on Thursday, April 14, 2016
- Volunteer of the Month for March: Steve McMahon
- Lane School Talent Show: collecting DVD sales
- Working to promote DVD sales for BHS Graduation & JGMS Moving On Ceremony

## **Treasurer's Report:**

- Tracking budget overage for the year
  - On target to be at or better than overage amount sent to town
- Questioning next step on our request to town

## **Administrator's Report:**

- Updated tax correspondence.
- Organized Google Drive documents. Dropbox dropped.
- Discussion of upcoming insurance audit with Hartford Insurance.

- Donations:
  - Kammerwerke
  - George Epple
- Waiting for check from town. Transferred money in bank accounts to cover.

**New Business:**

- Minutes approved for March 14th, 2016 BCAT BOD meeting
- Motion made and approved unanimously for Kyle Draper to join as a 5<sup>th</sup> voting member of the BCAT board.
  - Welcome to Kyle Draper!
- Next BOD meeting scheduled for May 9, 2016, 12:30 p.m.

With no further business to conduct the meeting was adjourned at 2:30 p.m.