

BCAT BOARD of DIRECTORS MEETING

Jan. 11, 2016

Meeting called to order at 1:00 p.m.

Board members present: Gretchen Kind, Julie Turner, Bob Dutton (via Skype).

Office staff present: Greg Dolan, Brian Dorrington, Jenn Puhle, Julie Antriasian, Paula Gilarde.

Previous meeting minutes not available for approval today due to Secretary's absence due to illness.

Staff Reports:

Director's Report:

BCC grant awarded: \$261.00. M-discs purchased with funds and will be sent to historical society.

classes have begun through BYFS - good attendance and going well.

Advanced classes to be offered now as enough people have taken intro classes.

Video Server still awaiting Town Manager's approval! Greg to make more calls of an urgent nature.

Outreach Report:

Videos made for production partners - positive feedback on quality.

Flatbread Fundraiser scheduled for Feb. 9th Tuesday. Sending flyer out to members. Banner made for event. Marketing for event consists of flyers, newspaper and press releases, and school newsletters. Raffle items suggested for event. (GoPro ?) 25 dollar fee for raffle. Musician's may be available. Will film event as well.

Administrator/Treasurer's Report:

Overall we are on budget. 49.5% of income received to date.

Little over 50.3 % spent - highest expense in contract labor (videography) partially due to Greg's absence due to paternity leave.

Discussed possible changes in coding.

Community outreach is at 84% for the year but biggest expenses always occur early in fiscal year.

Staff production equipment 34.5 percent under budget - staff needs T-shirts when filming so appropriate for this expense to be placed under staff production vs. Outreach.

Plan to begin going over next fiscal year budget at next meeting in February.

New Business:

Discussion of Article 8 in upcoming Town Meeting on March 28th and current BCAT Board vacancies. Joe Serra is unavailable due to illness and may not be for some time so only 3 active Board Members currently. Any interested parties found will be invited to come by and join meetings to discuss. Will invite Bill Moonan for meeting to discuss Selectmans' point of view on Article 8.

Google drive accounts are up and running and files have been transferred by Jenn.

Motion made and accepted to appoint Gretchen Kind as interim Secretary in Joe's absence.

Adjournment: With no further business to conduct, the meeting was adjourned at 2:00 p.m.
No executive session held.

Gretchen Kind, interim Clerk