

Bedford TV Board of Directors Meeting

March 14, 2016

Meeting was called to order at 12:40 p.m.

Board Members Present: J. Turner, B. Dutton, G. Kind (via phone)

Staff Members present: G. Dolan, B. Dorrington, J. Puhle, J. Antriasian

Guests: Lisa Warhover

Minor Revision of January's minutes approved by Board 2/29/16

Executive Session held on 2/29/16:

- The Board officially approved the policy that Bedford TV does not provide employee health insurance, but will facilitate the transfer of a specified payment to the insurance company at the employee's cost. Bob Dutton would look into employees' ability to use pre-tax dollars for health care using MPay to process payments as a withholding.
- The Board also approved \$2000.00 to extend the switcher warranty and purchase two major software version upgrades.

Director's Report:

Extended warranty and upgrade on Switcher purchased and running.

The new Server should be up and running next month.

Comcast has been fixing their issues as well by running their own conduit.

New classes will begin for the Middle School and there has been enough interest possibly for 2 classes including working with special needs children. Will find out procedures for submitting CORI forms for instructors.

5 people working on documentaries

Setting up Volunteer of the Month program with donated gift cards as rewards

Outreach:

Open House: 4/14/16 5:30 to 7:30 p.m.

New Community Partner: Colassante Hair Studio at \$1000.00!

Flatbread Event: \$530.00 net donated

Treasurer's Report:

2017 Budget to be discussed below

Administrative Report:

Employee Tax: Jenn Discussed details of employee tax and how it varies over the year and pertains to the budget.

New Business:

Minutes approved for February 12th, Bedford TV BOD meeting

Welcome to Lisa Warhover! Motion made and approved unanimously for Lisa to fill the vacant spot on the Board.

Motion to approve revision #5 to the time off policy as such:

‘For purposes of this policy ‘service’ includes time as a contractor or employee working 20 or more hours per week on a regular basis.’

Preliminary 2016-17 Fiscal Budget done and reviewed. Final budget approval meeting set for March 24th. Submission of report due April 1.

With no further business to conduct the meeting was adjourned at 2:40 p.m.

Next BOD meeting scheduled for April 11th 12:30 p.m.