



Board of Directors

Meeting Minutes: Jan. 19, 2010

1 **Board Members Present:** Cindy Remy, Alan Levi, Jay Hoffman, Bob Owens, Paul
2 Irish, Ellen Matthews, Jessica Wilson

3
4 **Board Members Absent:** Ed Bianchi, Diana Burritt

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6 **RETN Present:** Scott Campitelli, Drew Frazier, Doug Dunbebin, Jim Olinger

7
8 The board welcomed Jessica Wilson as the newest board member. She will be
9 representing Hinesburg.

10
11 Jay Hoffman called the meeting to order at 4:10 p.m.

12 13 **Consent Agenda**

14 The board reviewed minutes from October 20, 2009 and November 17, 2009.

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16 *Paul Irish moved and Ellen Matthews seconded the motion to accept the October 20,*
17 *2009 meeting minutes. The motion passed unanimously.*

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19 *Paul Irish moved and Bob Owens seconded the motion to approve the November 17,*
20 *2009 meeting minutes. The motion passed unanimously.*

21
22 The board reiterated that regular meetings will be held the third Tuesday of all
23 odd numbered months.

24 25 **Public Service Board Update**

26 Docket #7497 was dismissed by the Public Service Board in mid-December. This
27 finalizes the contract negotiated between Comcast and RETN.

28
29 Scott Campitelli noted there are no longer negotiations between the Vermont
30 Access Network (VAN) and Comcast.

31 32 **Financial Report**

33 The 2009 financials are in the process of being finalized. Final numbers will be
34 available within the next three weeks. The annual report is due in April and the
35 IRS-990 is due in May. In November, there were a few inconsistencies, but they
36 were in minor categories and simply needed further clarification. This
37 information will be finalized, along with December financial information. Even
38 though 2009 is not complete, Alan Levi recommended the board review some
39 2010 expenditures for planning purposes.

40 41 **Approval of 2010 Budgets**

42 As financials are still being finalized from 2009, there is not a final version of the
43 2010 budget. Capital is healthy this year. Alan Levi noted that there are no
44 surprises from last year (including November and December) and that it would
45 be wise to look at a draft 2010 budget. There was discussion about the health
46 insurance plan.

47
48 *Paul Irish moved and Alan Levi seconded the motion to enter into Executive Session for*
49 *the purposes of discussing employee compensation. The motion carried unanimously.*
50

51 The board entered into Executive Session at 4:38 p.m. and exited at 5:08 p.m.

52
53 *Paul Irish moved that Alan Levi research other options for short-term investment for*
54 *some of the funds in the money market and give the Executive Committee the authority*
55 *to take action on his recommendation. Ellen Matthews seconded the motion. The*
56 *motion carried unanimously.*

57 58 **Strategic Planning**

59 Strategic Planning is a priority for the board. Scott Campitelli and Jay Hoffman
60 met with strategic planning consultant Sharon Behar. They noted that the 20th
61 anniversary of RETN in January, 2011 would be a prime time to roll out a final
62 strategic plan. The board reviewed the proposed timeline.

63
64 Currently, Jay Hoffman and Cindy Remy serve on this committee. Sharon Behar
65 estimates her fees to be around \$10,000, not including associated costs of
66 events, etc (estimated to be up to \$5,000). Approval of funds for strategic
67 planning will be done once the FY10 budget is approved. Those interested in
68 joining the strategic planning committee should contact Jay Hoffman
69 (jhoffman@sbschools.net). The board will meet to discuss strategic planning in
70 March.

71 72 **Board Member Recruitment**

73 There was discussion about whether or not it is better to recruit new board
74 members prior to strategic planning. Should someone be interested that could
75 fill a certain need of the organization, especially during the strategic planning
76 process, they should be invited to join the board. It will be easier/more
77 beneficial to fill all seats on the board after the strategic planning process.
78 Doug Dunbebin is creating a “toolkit” to help recruit new board members.

79 80 **Staff and Board “Holiday” Gathering Planning**

81 The board scheduled the gathering for February 16, after the special board
82 meeting.

83 84 **RETN 20th Anniversary**

85 January 2, 2011 will be RETN's 20th anniversary. RETN South went on-air 20 years
86 ago.

87

88 **Other Business**

89 Jim Olinger celebrates working at RETN for 10 years.

90

91 **Future Meetings**

92 The board scheduled a special meeting to discuss the budget on February 16 at
93 4:00 p.m. at RETN. The Executive Committee will meet on February 9 at 7:00 a.m.

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95 *Bob Owens moved and Paul Irish seconded the motion to adjourn the meeting. The*
96 *motion carried unanimously.*

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98 The board adjourned at 5:35 p.m.

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100 **Future Agenda Items**

- 101 • Financial Report
- 102 • Approval of the FY10 budget
- 103 • Strategic planning

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105 Minutes respectfully submitted by Cindy Remy, Clerk