



Board of Directors

Meeting Minutes: November 16, 2010

1 **Board Attendance:** Jay Hoffman, Cindy Remy, Bob Owens, Diana Burrirt, Paul Irish, Jessica
2 Wilson, Ed Bianchi (4:15), Alan Levi (left at 4:25), Ellen Matthews (4:20)

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4 **RETN Attendance:** Scott Campitelli, Drew Frazier, Doug Dunbebin

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6 Jay Hoffman called the meeting to order at 4:07 p.m.

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8 **Financial Update**

9 Alan reported that revenue will be reported month by month instead of when funding comes in
10 for more accurate financial reports. The Profit/Loss and Budget vs. Actual reports are very
11 steady. Overall, financials are in good shape. Scott indicated that there is a plan for additional
12 capital spending to complete some upgrades and expansion of equipment in 2010.

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14 Progress continues in formalizing the funding relationship between RETN and VCAM. This
15 document will be brought to the board for formal action. The two organizations are also
16 working on a facilities plan together.

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18 *Paul Irish moved, and Bob Owens seconded the motion, to accept the financial report. The*
19 *motion passed unanimously.*

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21 **Consent Agenda**

22 The consent agenda consisted of minutes from the September 21, 2010 board meeting.

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24 *Diana Burrirt moved, and Jessica Wilson seconded the motion, to approve the September 21,*
25 *2010 board meeting minutes. The motion passed unanimously.*

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27 **Executive Director's Report**

28 The board reviewed the Executive Director's Report, which included:

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- Strategic planning has been a top priority
- Channels 15, 16, and 17 had their first facilitated collaborative session. They have two more sessions scheduled. The organizations hope to identify at least one project to work on together in 2011.
- RETN placed first in the professional school and educational programming category of the Alliance for Community Media Northeast Video Festival.
- New equipment is on the way, including some upgrades in production and programming.

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- 37 • Drew and Scott are working with the Vermont Access Network and the Vermont Media
38 Exchange (VMX) to upgrade the VMX statewide, digital program-sharing system.

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40 *Ed Bianchi moved, and Ellen Mathews seconded the motion, to accept the Executive Director's*
41 *Report. The motion passed unanimously.*

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43 **Strategic Planning Discussion**

44 The Strategic Planning Committee has recently met and drafted goals, objectives and activities
45 for the board to review. The board discussed what is exciting and what looks different from the
46 way RETN previously operated. Board members noted how the plan seems to be moving RETN
47 toward becoming an interactive organization with collaborative partners; that the goals are
48 inter-related; that RETN is trying to build capacity with other organizations; the entrepreneurial
49 endeavors would be new; and that implementing more formal evaluation process for services
50 would be a new practice for RETN.

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52 The board also discussed what good aspects of the plan are and what members felt was missing
53 from the plan. Board members liked the idea of having a statewide media network. There was
54 question over exactly how "civic engagement" would occur as stated as an objective. The
55 strategic planning committee noted that several activities may cover multiple goals throughout
56 the plan. The board then discussed the need to clearly define "partner" and "client" in the
57 plan. Finally, there was a discussion about what the role of the board and board members
58 would be for the future of the organization. Plans are to finalize the strategic plan for board
59 approval in January.

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61 The next board meeting is scheduled for December 8, 2010 at 4:00 p.m. – a special meeting.

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63 *Diana Burritt moved, and Ellen Matthews seconded the motion to adjourn. The motion passed*
64 *unanimously.*

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66 The board adjourned at 5:40 p.m.

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68 Minutes respectfully submitted by Cindy Remy, Board Secretary