

## **Media Factory Board Meeting, 10/16/23 6 pm**

**In attendance:** Jess Wilson, Seth Mobley, Keith Oppenheim, Shelagh Connor Shapiro, Deb Ellis, Colleen Goodhue (remote), Katherine Biewala-Stamper (remote), Chris Dissinger, Eric Agnero.

1. Call to Order - 6 p.m.
2. Public Comment (none)
3. Minutes reviewed. Small amendments to language. Deb moved, Katherine seconded the approval of the minutes from Sept. 18, 2023, as amended. Minutes approved.
4. Financial Report
  - a. Chris: financials looking fine. Not too much change.
  - b. You'll see some variation from previous months due to work with new accounting firm, Roseworks.
    - i. Production Income looking very good.
    - ii. Grants Income will jump up a bit (VAN funding at \$45K and two other grants - \$14K and \$3K)
    - iii. Professional fees will appear now that we have an accounting firm again.
      1. Seth: Accounting will probably be close to budget due to end-of-year being the busy time for that.
      2. Business Office/ Prof. fees will likely be low at year end due to time we weren't working with accountant.

3. Roseworks getting up to speed and about to take on our bills/tracking cc payments. Going really well. Some conversation about what the transition involved.

iv. Eric moved and Shelagh seconded the approval of the financial report. Motion passed.

#### 5. Board Appointment/Recruitment

- a. Kevin Ellis was invited to join us tonight, as he is interested in joining, but he seems not to have been available.
- b. The board is being encouraged to watch for people who might want to join the board.
- c. Jess: Maybe we ask that everyone think about whether they know someone in their networks who might be interested in joining the board. Maybe especially a marketing-minded or financially savvy person, to help in those areas.
- d. (A bit later), Colleen asked - do we want to come back with names next week, or start soft conversations before sharing names? Seth: either way is fine. Names don't need to be presented at a meeting first. Seth and Jess are also always happy to go out for coffee with a prospective board member.

#### 6. Committee Assignments and Reports

- a. Diversity/Inclusion Committee will meet on Thursday 10/26 at Eric's home. Arrive anytime after 5 for a meeting to start by 5:30-6.

- i. Eric: there has been conversation about working with a firm to work on MF Cultural Competency, but that comes at a fairly high price. Why not bring the question of cultural competency to the strategic plan? Let's do the first work together as a committee along with some of the community producers to find the access point to doing this work well. Jess: will invite those folks to join the meeting as well.
- ii. Keith: where do we take it after that? Eric: bring the proposal and decide how to realize the goals as far as programming and other areas of the work here. We'll need to translate that into the agenda for our strategic planning - such as training and how to put ideas into practice.
- iii. Discussion of how this makes sense, given portions of the strategic plan that will want to address these questions. Jess: This also impacts our budget (such as around things like trainings).
- iv. Keith: will we have some homework ahead of time? Jess: Inviting more people from the MF, such as community producers. Seth: from there, Chris, you sounded like you'd like to reach out to CQ Strategies and I (Seth) can reach out to Steph, the consultant with whom we've worked before.

- b. Programming
  - i. Shelagh: group has approved four new shows. When Kathering returns (12/4) we hope to meet and talk about more that we can do, if Seth and Jess have ideas about how we could be useful. That can happen remotely in the meantime if anything important rises to.
  - c. Deb: Marketing hasn't met.
- 7. Alliance for Community Media Northeast Conference and Opening Night Party at the Media Factory (Nov 15)
  - a. Jess: Will take place at the Hilton in Burlington. If anyone is interested in attending the conference, let Jess know.
  - b. Jess: gave some background. Networking opportunities, workshops (maybe not hugely important for board members), lunchtime sessions (may be of more interest to board members - legislative content, for example).
  - c. Opening night party happening here. 6:30-8:30. 50-75 guests. SugarSnap Catering putting together an estimate. This will be up to the ACM NE though, given their budget concerns.
  - d. Keith: when are our next meetings? (EC 11/16, Board 11/20). This might be a concern, given the conference. Jess will follow up on these dates and details.
  - e. Seth: we don't typically meet in December. But...
- 8. Holiday Gathering. Seth: last year was bowling and laser tag. In prior years we've done it here at the MF or in Jess's back yard(!)

We've talked about an Escape Room, too. Shelagh: date same as board meeting night? Seth: not set yet. Jess: We did a Friday night last year. The group seems to like the idea of reprising the bowling and laser tag night. Jess will be in touch about it.

9. Keith: Katherine, can you talk about what you are doing? Katherine: talked a bit about being in France right now in the wake of Hamas's attack on Israel. France has the highest muslim population in Europe right now. Eric: also Jewish population. Some discussion of this situation.
10. Eric: his daughter who just graduated from college might want to be an intern here. He sent her the application materials. She might be at the D/I committee meeting at his home.
11. Colleen asked about the marketing committee, which is Jason, Deb, Art and Colleen.
12. Katherine moved to adjourn. Deb seconded. Meeting adjourned at 6:56 pm.