

**The Media Factory
Board of Directors
ANNUAL MEETING
MINUTES**

When: May 24, 2021, at 6:00pm

Where: ZOOM

Attending: Jess, Seth, Keith, Melo, Gary, Chris, Jason, Shelagh, Art, Janine

Staff: Gin, Ken, Joey, Drew, Ross, Matt, Athena, Patrick

Missing: Dan

Meeting called to order at 6:03

Agenda:

1. Call to Order/Opening Remarks

We welcome the first annual meeting of The Media Factory!

2. Announce Media Factory Board Election Results

Deb Ellis won the most votes and will join the board. (Other candidates – Mitch Cantor, James Careau and Jeremy Rayburn). Deb is one of two positions to be filled – the next will be filled next year.

Seth: the election process is a way to include others who want to join us – and that's a reflection of our values.

3. Staff Presentations

Gin – 2020 report.

Drew – Content and Distribution

Matt – Media Systems

Joey - Production

Ken - Municipal Services

Athena - Radio Programming

4. Public Comment/Questions

Chris - very helpful to have this information sharing - the scope and breadth of what's been achieved is inspiring. Greatest asset of The Media Factory is the staff.

Shelagh - asking about number of projects produced and rentals.

Jess - discussing the job of doing everything remotely under COVID - and the transition ahead to being in person.

Jason - asking about the transition from Zoom to in person for meetings. Ken noted the engagement of the public was high during the past year.

5. Adjourn

Adjourned - 7:25