

Media Factory Board Meeting

June 16, 2022. 6 p.m.

In attendance: Jess Wilson, Keith Oppenheim, Chris Dissinger, Eric Agnero, Janine Fleri, Deb Ellis, Melo Grant, Jason Raymond. Meeting called to order 6:06

1. Public Comment

- No public comment

2. Welcome new board member

- Welcome to the board Eric Agnero!!
- Prior to being elected on the board, he worked with CCTV on media projects. He is originally from the Ivory Coast. Worked in radio for Voice of America, and CNN as a video reporter in Western Africa. Moved to VT in 2010 (worked at UVM in media production). Moved to Ethiopia for a period and has recently returned. Has been in the media field for over thirty years.

3. Elect Officers

(President, Vice President, Secretary & Treasurer) - Executive Committee

- Chris nominates Keith for president. Melo seconds. **Keith accepts the president role.**
- Melo nominates Art for vice-president. Eric seconds. Jess proposes holding off electing Art to determine if he would like to be vice-president. Melo withdraws Art's nomination. After discussion, the position will be discussed at the next meeting in July.
- Jason nominates Shelagh to continue as Secretary and Chris to continue as Treasurer.

4. Approve Minutes: April 21, 2022

- Deb moved that minutes be accepted. Chris seconded. Motion approved unanimously.

5. Meeting Schedule

- Seth and Jess will send out some updates on scheduling
- Plan for July meeting on third Thursday

6. Board/Staff Taco Night Date

- TENTATIVELY on August 25th

7. Financial Report

- Jess shared notes for Budget sheets (with Chris technically in transition as Treasurer)
 - Cable income trending on budget.
 - Grants income line about to go un significantly. VAN secured 600K in state budget (Media Factory will receive 25K) for community media. Real positives for community media with their legislative work (bridge funding for some of the cable losses).
 - Production income has been doing well. 8K additional billing not reported in this budget. Graduation season was another fantastic success!! (nine graduations last week)
 - Program fees also doing very well (VT Arts Council, fee for service projects)
 - Trending lower in payroll (Some turnover; one part-time person promoted to full time-Nora; 1-2 part-time production positions may also be hired in the coming months; it will increase with graduations)
 - Education line includes conference spending
 - Over in bank interest income service charges (include invest account fees; may need to create a new account for new expenses in next year's budget)

- Trending low in consultant line (considering using some money for marketing consultation; also consultation for planning for grant writing, may discuss with board in July to consider using some matching funds)
- Chris shared that all looks very good and he extends his appreciation at the grants income included in this budget category; also kudos with production and program fees increase; repairs and maintenance also appears to be on-target and looking very good. Interest income investment charges need to be addressed moving forward (LINE 4300).
- Deb moved to approve to accept the financial report. Eric seconded. Budget report was unanimously approved.

8. Board Recruitment/ Appointment

- Jess asks board to consider Dean for a position on the board
- Seth and Jess will reach out to Dean for his consideration. Discuss with the Executive Committee and bring it back to the next meeting.

9. Adjournment

- Chris motioned to adjourn the meeting. Jason seconded. Meeting adjourned at 7:04pm.