

Media Factory Board Meeting

April 15th, 2024 at 6pm

In attendance: Seth Mobley, Jess Wilson, Keith Oppenheim, Colleen Goodhue, Jason Raymond, Deb Ellis (online), Dean Pierce, Art Bell

1. Meeting called to order at 6:05 p.m.

2. Public Comment

- a. None

3. Approve Minutes from 2/19/2024 and 3/11/2024

- a. Motion to approve as amended by Dean. Seconded by Deb.

4. Treasurer's Report and Review of Financial Statements

- a. Presented by Seth (Chris not in attendance)

- i. Income: Seth noted that the bookkeeping is being done differently with Roseworks (since Sara); Cable income will be booked quarterly as received; instead of in projected invoices; Grants will also have an additional sum for internships that will be reflected through summer (three interns) for a full \$14,000 (VT Department of Labor); Streaming tax is not currently reflected in the income statement
- ii. Donations: Additional donations have been made and will be added to income; production income is at 25.5% (reflecting billing through March)
- iii. Expenses: In Payroll, Roseworks have not fully integrated the additional expense of payroll and therefore the current expense is listed as \$444.07. Cash in lieu is also low due to "catching up" with Roseworks. More money upfront went to purchase a printer rather than continue leasing it. BTV Telephone is also in process of adjusting the billing (reflected lower than actual expense). This will be caught up in subsequent billing. Insurance Pckg (6050) is also in process with billing.
- iv. Motion to approve Financial Report Colleen. Seconded by Deb.

5. 2024 Board Election and Reappointments (April 25th is the last day for running)

- a. Keith (has indicated his intention to be reappointed on the board)
- b. Art (has indicated his intention to be reappointed on the board)
- c. Chris (has indicated his intention to step down)
- d. Dean (has indicated he is interested to be reappointed on the board)
- e. Eric (seat is up for re-election)
 - i. Current members move to reappoint Art, Dean, and Keith to a two year appointment. Colleen moves to reappoint and Deb seconded. Motion passes.

6. 2024 Annual Meeting for Membership / Planning (May 20th)

- a. Discussion on how the annual meeting might be organized (beyond the requirements of having a meeting and announcing the results of the election)

- i. Consideration of inviting the membership to discuss with the board, summaries from heads of departments
 - 6-6:30-Updates from Department Heads
 - 6:30-Election Announcement
 - 6:45 Public Discussion
- ii. Draft agenda will be sent for consideration.

7. Committee Updates

- a. Marketing-(Art)- Group has not met.
- b. Inclusion-(Keith)-No inclusion cmte work.
- c. Programming-(Shelagh/Dean)- Did approve eight new programmers (of ten total). Additional information needed. Sent to Patrick.
- d. Legal/Personnel-(Keith)-Group met and started.

8. Motion to go into Executive Session to discuss Legal/Personnel matters.

- a. Motion taken to go out of ES by Colleen. Seconded by Jason.

9. Other Business

- a. Jess-Legislative update-Bills in the House and Senate (for creating a community benefit fund); Bills have changed from pole to streaming tax; Passed in Senate. Bill is being considered in the House in the next couple weeks.

10. Deb moved to adjourn the meeting. Seconded by Colleen .

Adjourned at 7:34 pm