

Windsor Community Television, Inc. (WIN – TV)

Minutes of the Board of Directors Meeting

June 25th, 2019

The meeting was called to order at 7:06 pm by **Lorenzo Elliott**- President, Present were:

Executive Committee:

Lorenzo Elliott - President

Lawrence Jaggon – Vice President

Patricia Bruhn- Member At Large

Fatmata Williams – Secretary

Bernie Caliendo – Treasurer

Board Members:

David Raney

Mike Daly

Theresa Harris

Dennis Bivans

Absent:

Theresa Tillett

Ann Walsh

Christopher Johnson

2. Public Communications: None

3. Approval of Minutes: 5/28/19 Minutes – **Lawrence Jaggon** motioned, **Bernie Caliendo** 2nd, accepted minutes.

4. Treasurer’s Report: **Bernie Caliendo** presented the budget. **Michael Daly** suggested moving the “community expense” to a separate category. **Jenny Hawran** stated that it can be moved but it will be difficult. **Lawrence Jaggon** wanted the grant total clarified – done by **Michael**. **Michael** wanted to know the current balance - **Bernie** confirmed. **Michael** wanted to know why only \$400 was spent – **Jenny** stated that funds from Kid Vid are being used. **Lawrence Jaggon** motioned, **Michael Daly** 2nd, report accepted.

5. President’s Report – Lorenzo Elliott –thanked members for being present at the meeting followed by a discussion regarding the importance of advance notification of absence from a scheduled board meeting. **Lorenzo** stated that an advance notice of absence will serve a dual purpose 1). It will help to determine whether there is quorum to hold a meeting 2). It will help us to be respectful of **Jenny Hawran’s** time. **Lorenzo** also stated that his intent is not to offend anyone with his comments but he wants to be respectful of people’s time. A discussion ensued about a summer vacation month and whether we needed to vote to take a month off from having meetings. There was also discussion around whether it was July and August or just July, or August. Several members suggested checking the by-laws to ensure that a vote was not necessary. The board settled on not needing to vote and on taking the month of August off.

6. Staff/Jenny

Jenny Hawran – stated that she’s following the FCC issue and will keep the board updated. **Jenny** reported that Kid Vid started with 15 kids, 12 of whom were brand new. They heard about the program from other families. **Jenny** reported that there will be no studio production until August 19th when Kid Vid ends. **Jenny** also informed the board that she was approached by JFK and Clover school to help kids solve a media industry problem. **Jenny** posed a problem that involved WIN TV not being able to get programming to residents because residents were giving up their cable services. **Jenny** stated that it was a great experience and that she learned a lot from the kids. The kids provided 10 solutions ranging from improving the station’s landing page, monetizing some services, developing an app and ramping up social media presence. The board loved the suggestions from the kids and expressed gratitude.

HACTAC:

Pat Bruhn mentioned that she applied to serve on the HACTAC board but hasn't heard from anyone. **Lawrence Jaggon** suggested that she reaches out directly to them. **David Raney** stated that there's been an issue with Frontier and it was discussed at the HACTAC meeting. **David** stated that HACTAC is taking July and August off. **David** also suggested that **Patricia** contacts the Personnel Committee to get a movement on her application. Someone mentioned contacting the town secretary. **Lorenzo Elliott** asked whether there's only one WIN TV Board member currently serving on HACTAC. It was stated that there are currently 2 Windsor community members and 1 WIN TV Board member currently serving. There was discussion about a particular individual who was a WIN TV board member emeritus and should be clarified with HACTAC. There was also some discussion about the newly elected Vice Chairman of HACTAC. **Jenny Hawran** talked about the Bylaws Committee coming together to update the bylaws in the fall. **Lorenzo** stated that the members of the Bylaws Committee made a commitment and should come together to do the work. **Lawrence** asked for help in getting the bylaws information in a word document. **Michael Daly** promised to help **Lawrence** get the information.

Technology:

Jenny Hawran reported that the station is having issues with the security cameras. **Jenny** also stated that she will be applying for 2 potential grants - one from the Hartford Foundation for Public Giving in the amount of up to \$7,500. This grant is mostly 99.7% guaranteed and can be applied for yearly. This will allow the station to obtain some new microphones which are needed very badly. **Theresa Harris** mentioned that she wants to bring some stars to the studio but our microphones and other devices should be able to produce high quality sounds. **Jenny** stated that a list of needed devices such as cameras, go pros, apple computers (need new computers) has been provided to **Michael Daly**. **Michael** stated that this sort of planning is what needs to be done in the future because most of the equipment needs to be upgraded- including computers and microphones. **Dennis Bivans** mentioned that there is a company in South Windsor worth visiting because they specialize in microphones. Regarding the PEGPETIA grant, **Jenny** mentioned that the governor has not signed the official budget so we shouldn't relax until it's signed. **Michael** stated the special session is to discuss tolls and nothing more.

Fundraising:

Pat Bruhn- stated that she needs to regroup to figure out how much was obtained from the T-shirt sales at the Shad Derby. **Pat** solicited suggestions for new t-shirt colors and designs. **Lawrence Jaggon** stated that the t-shirts were not appealing. There were some praises for the yellow t-shirts. **Pat** stated that she wants kids' sizes and some new colors like maroon etc.

Michael Daly stated that people understand that it's a fundraiser - they were paying for the shirts without protest. It was also mentioned that a lot of people paid using their credit cards. **Pat** will provide an update regarding the inventory.

Old Business:

New Business:

Pat Bruhn- mentioned that Roger Wolcott is offering their building for use and that she intends to explore to see whether WIN TV can have a second studio there. **Jenny Hawran** expressed that a space like that will cut down on foot traffic to the station. **Jenny** expressed that she would not want WIN TV to move to the Roger Wolcott building. **Pat** and **Lawrence Jaggon** promised to attend the public meeting on July 10th just to see what it's all about. **Michael Daly** stated that he would like to know their intentions and source of money. There were speculations regarding whether the building is about to be sold. **Bernie Caliendo** informed the group that he is resigning as treasurer effective the end of this meeting. The team wished him well. **Michael Daly** moved at 8:17pm, **Lawrence Jaggon** 2nd, meeting adjourned.

Respectfully Submitted,

Fatmata Williams

Secretary