

ConcordTV Board of Directors Meeting Minutes

Monthly Board Meeting January 23, 2024, at NAMI New Hampshire (85 N. State Street, Concord, NH 03301)

Present: Tonya Rochette, Steve Ambra, Robert Altman (Remote as of 6:42 p.m.), Richard Finkelson, Rachel Perri, Melissa Fisk, and Daniel Rich (Remote). Also present was: (i) Executive Director Josh Hardy, (ii) IT / Programming Director Michael O'Meara, and (iii) Jim Bouley (Visitor).

Next meeting: February 20, 2024, 6:00 p.m. at NAMI New Hampshire

1. Call to Order. 6:01 p.m.

2. Determination of Quorum (5). Quorum confirmed.

3. Public Comment. None.

4. Board Minutes from November for review/approval.

- The Board reviewed and **motioned** to approve the November 2023 Board Meeting minutes. The motion to approve the November 2023 minutes was approved unanimously.

5. Staff Reports

- Josh provided a high-level summary of the staff's recent activities, specifically highlighting that: (i) the Secretary of State video focused on New Americans and voting in NH has had some good traffic, kudos to Mike for his work on that video; (ii) ConcordTV was closed for the holidays, which went smooth other than a power outage; and (iii) ADA-compliant listening devices were added to the City Council Chambers along with a sign signifying that such devices were available.

6. Reports of Committees

- *Nominating and By-laws*

- Prospective new Board member, Jim Bouley was introduced to the Board. Jim then addressed the board, provided a background of his experience which includes prior involvement with ConcordTV.
- The Board **motioned** to invite Jim Bouley to join ConcordTV's Board of Directors. The motion to add Jim Bouley to ConcordTV's Board of Directors was approved unanimously.
- The Board then shared in a discussion regarding language in ConcordTV's Bylaws which provide that the City (and the School Board) are designated certain Board seats. Josh was recently contacted by the Mayor about this language and the City's obligations. The Board discussed next steps and agreed that the best path forward is to determine whether the City is interested in filling those Board positions. If not, ConcordTV should consider amending its Bylaws to remove the concept moving forward.

- *Capital Improvement*

- ConcordTV's current broadcast server, which is what the station uses to transmit its signal, needs to be upgraded. Cost is approximately \$38,000 absent additional add-ons. Josh reminded the Board that any ConcordTV expense over \$15,000 has a bidding obligation. However, bidding for the broadcast server is not a great use of resources as ConcordTV is confident the price it is receiving is competitive.
- The Board **motioned** to: (i) waive any and all bidding requirements in the Bylaws as it relates to the replacement broadcast server; and (ii) authorize the purchase of a Telvue Hypercaster B2000 based on the quote received.

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7. Treasurers Report

- Josh provided a brief summary of the financials. A discussion followed regarding: (i) ConcordTV following-up with payroll on certain issued checks, (ii) the fact that Josh and Rachel double checked to confirm the accuracy of credit card statements; and (iii) highlight in the financials that annual insurance obligations for ConcordTV were paid at the end of 2023, which has a big impact on the budget

8. Old Business

- *25th Anniversary Updates* – (i) Josh will be circulating a proposed tier list for sponsors for the event for Board review and comment; (ii) a line item was added to the financials to account for this program and the expenses related to it; and (iii) Josh reminded the Board that a deposit for the space will be required in the short term, Jim then mentioned to Josh that there may be ways for us to reduce our room rental fee.

9. New Business.

- *HB1461-FN* – Josh informed the Board of a new bill that was introduced in Committee relative to live-streaming all properly noticed meetings and hearings of elected and appointed municipal bodies. While the Bill seems well-intentioned with a focus towards government transparency, it fails to account for the practical side of things. Specifically, ConcordTV does not have the capacity to cover all meetings and so if this Bill passed, which seems rare, it'd have a burden on ConcordTV.
- *Cybersecurity* – Josh said that he reached out to Summit IT for a cyber security consultation and is waiting to hear back.
- *Charitable Gaming* – The Board briefly discussed charitable gaming opportunities and whether such a revenue stream was something that the Board was potentially interested in pursuing. This was merely a preliminary conversation to inform the Board of the possibility, which was followed by a conversation regarding how the funds, if received, would be applied.

10. Adjournment. 7:10 p.m., approved unanimously.