

ONION RIVER COMMUNITY ACCESS MEDIA, INC. (ORCA) **APPROVED AS AMENDED**
City Center, 89 Main St., Montpelier, VT 05602
Minutes of Meeting
November 16, 2009 7:30 PM

Present: chairman John Bloch, secretary Esther Farnsworth, treasurer Mike Doyle, Michael Abadi, Bill Doyle, executive director Kenric Kite

Agenda

Approval of minutes of September 21, 2009 meeting
Financial report
Introduction of Tim Tavcar
Executive director's report
Discussion for upcoming budget for 2010
Review and update of Employee Policy
Old business
New business
Set date and location for annual board appreciation dinner
Set date and time for January meeting

The meeting was called to order by President John Bloch at 7:35 PM

1) Minutes

Minutes were approved with the following correction: Under # 5, Montpelier High School will borrow the cameras and return them after the close of school June, 2010.

2) Financial report

Treasurer Mike Doyle presented the financial reports prepared by MGV Associates and Edward Jones. Report is on file.

Mike Doyle asked that the amount in petty cash be raised from \$100 to \$200.

Bill Doyle moved that we increase petty cash to \$200, John seconded, approved unanimously by board.

3) Tim Tavcar was introduced to the Board. Tim will help with grants, sponsorships and underwriters. He is working on grants from sustainable communities and supportive communities and developing new programs.

4) Executive Director's report

Kenric reported that Nair is working on video streaming and has successfully tested a short video stream. Nair and Kenric will be going to D.C. to Government Expo conference, looking and learning about latest technologies that will be helpful to ORCA.

Jeff Farber will be working to improve lighting in the studio to reduce electricity consumption and be more effective.

Complete report on file.

5) Budget

Kenric presented a proposed budget with a projected revenue of \$322,850 and expenses of \$285,840, plus \$35,045 for capital expenses and maintenance., making a total of \$320,885. Motion by Mike Doyle, seconded by Bill Doyle to approved the draft budget. Unanimously approved.

6) Personnel Policy

Changes in the policy were distributed. Board members are asked to review and be ready to adopt or change at the next meeting.

7) Health and Dental Insurance

Kenric distributed an analysis of four plans. A motion by Esther and seconded by Mike Doyle to pay for Blue Cross/Blue Shield VT HDP HMO with a \$2000/single person \$4000/family deductible (with ORCA putting \$1,500 into a health savings account for the first year only) was unanimously approved. Starting January, 2010, employees will pay 20 per cent and ORCA will pay 80 per cent of health and dental insurance coverage for employee, or employee+1, or employee+family, depending on the coverage requested.

8) A motion was made by Mike Abadi and seconded by Mike Doyle to reimburse Nair for \$371.80 for dental bills that he paid.

9) New Business

Appreciation dinner for Board will be On January 11

10) ~~Next meeting—January 18, 7:30 PM.~~

Recorded by Esther Farnsworth