

# VCAM Board of Directors Minutes

## Monday, March 28<sup>th</sup>, 2011

### Attendance & Call to Order

The meeting was called to order at 6:08pm by Kitty Martin

In attendance: Rob Chapman (Executive Director), Kitty Martin, Carol Richman, Brad Ingalls, Bradley Holt, Bryan Agran, Jeff Botas, Selene Colburn, <appointed director>.

Missing: Llu Mulvaney-Stanak, Matt Goudey

**Minutes from January meeting were approved.**

### Public Comment

No members of the public were present.

### Financial Updates:

Balance sheet and profit & loss budget vs. actual were reviewed

### Business

- Soliciting candidates for the board:
  - Five declared candidates, and one considering.
  - Discussed candidates to reach out to
  - Five slots available
  - Deadline for candidates is Thursday
  - Ballots will be mailed to about 800 members
  - Voting will take place in April, due by last Monday of April (Annual Meeting) – this year will be the tenth anniversary of VCAM
  - Discussed ideas for the Annual Meeting and Rob solicited volunteers to help plan a party
- VCAM website has a new online media player on the homepage
  - Bought system and online space from TelVue
  - About \$5,400 for the service (mostly) and hardware
  - Need to review policies around what content goes up
  - Imagining as an opportunities for producers to submit proposals for shows
  - Staff is also working on collecting info and metadata from producers
  - Bryan asked about bandwidth—there is a cap, but no one has hit it yet
  - Jeff asked about the source of existing metadata
  - Selene brought up potential issues around preservation of metadata, archiving, etc.
  - Working on a content inventory (format, etc.)
  - Consensus was that there was a lot more conversation that needs to happen around issues of metadata, archiving, search engines, etc.
- Retreat scheduled for Saturday, May 14<sup>th</sup> from 10am until 4pm
  - Interested in having a third party facilitator—Stephanie and Nancy

- Up to \$1500 approved as a budget for the facilitator
- Update on conferences
  - ACMNE retreat in Ogunquit this weekend (Rob)
  - Early may, ACMNE regional conference (combined between NE and Mid Atlantic). Rob, Bill, and Bear
  - VAN annual meeting May 20<sup>th</sup>, Rutland Vermont
- Rob asked for feedback on whether or not he should re-up as VAN President
  - General consensus was that Rob should, but perhaps indicate it will be his last year
- Mardi Gras parade
  - “It was fun.” —Kitty
  - Some production problems (audio problems), weren’t able to do announcers. Since been reconstructed with announcements.
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**Old Business**

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**Committee Reports:**

Programming Committee: (Bear, Kitty, Carol, Matt, Jeff)

No report

Outreach Committee (Llu, Bradley, the un-appointed director).

No report

Executive Committee (Kitty (chair), Carol (treasurer), Llu (secretary)).

Will try to meet before annual meeting.

Ad Hoc: Board Retreat Committee: (Llu, Kitty, Brian, Bradley (chair)).

No report

**New Business**

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**THE NEXT VCAM BOARD MEETING WILL BE MONDAY, April. 25 AT 6PM**

Meeting Adjourned at 6:57pm.