

**Wolfeboro Community Television
Board of Directors Meeting
June 6, 2017
Minutes**

In Attendance

Mary DeVries, Ken Parsons, Bruce Farr, Allan Bailey, Timothy Goodwin, Wendi Fenderson, Cecile Chase, Marcia Eldredge

1. Approval of Minutes

May 2 Minutes: Approved (Wendi Fenderson and Cecile Chase abstained)

2. Governance/Action Items

Members agreed to change meeting date to the fourth Tuesday of each month. Time of meeting will remain 8 a.m. Location will remain at the Lakes Region Technology Center Conference Room.

Memorandum of Understanding between GWRSD and WCTV reviewed and agreed upon.

Discussion of portable AC unit in the studio; it got studio through recent hot spell. If it is the solution, wiring must be up to code (currently it is not). Decision was made to approve expenditure for ½ of the cost of the climate control system for the TV equipment room sharing the cost with the school.

3. Executive Director's Report

Station is in need of firewall (\$4,100 cost includes two firewall units; hosting fee; VidiU box).

4. New Business

Reinvigorate underwriting options; Timothy will send board members the current underwriting package for members to review and then discuss and offer ED feedback.

5. Old Business

The board needs a process and policy in place for writing and signing checks; Need bookkeeper to do payroll, receivables, and payrolls, and initially clean up QuickBooks. Suggestion to look at treasurer's responsibilities in the bylaws and revise those responsibilities so treasurer is overseeing bookkeeper. Suggestion: Timothy to put together working order of process.

Next Meeting: July 25, 2017, at 8 a.m. at Tech Center

Adjournment