

**MCT Board Minutes**  
**January 12, 2009**

A meeting of the MCT Board of Directors was held at 7548 Standish Place in Rockville, Maryland on Monday, January 12, 2009. The Board members in attendance were:

Paul Amon  
Toby Beach  
Diane Butts  
Dennis Courtney  
Kate Fedalen  
Steven Friedman  
Henry Hailstock  
Greg Hamilton  
Marion Hayes Hull

Lee Klumpp  
George Kosovich  
Darryl Lesesne  
Marian Merewitz  
Charles Finn Pena  
Nancy Poole  
Della Stolsworth  
Jonathan Walker, Sr.  
Noreene Wells

**Call to Order**

The meeting was called to order at 7:47 p.m.

Also in attendance were:

Richard Turner, MCT Executive Director  
Alysia Thaxton, Executive Assistant  
Debbie Billings, Business, Admin & HR Director  
Bill Stewart, Volunteer Association President

**Roll Call**

The following board members are absent from tonight's meeting:

Elizabeth Ortega-Lohmeyer  
Sean McMullen

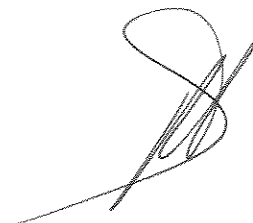
Noreene Wells and Marion Hayes Hull seconded a motion to excuse the above absence. The motion passed unanimously.

**Approval of the November 2008 Board Minutes**

Steve Friedman moved and Dennis Courtney seconded a motion to accept the minutes of November 2008.

**Presidents Report**

Lee Klumpp acknowledged the recent passing of Richard Turner's father and made a motion, seconded by Dennis Courtney, to make a donation in Mr. Turner's name. The motion passed unanimously. Richard will notify the board about the date and time of the Memorial Service.



Marian Merewitz, the Board Secretary, read the Executive Committee minutes for January 12, 2009.

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MCT Board of Directors  
Executive Committee  
Meeting of January 12, 2009

**Call to order** – 6:27 p.m.

**Attendance**

Lee Klumpp, President via telephone  
Marion Hayes Hull, First Vice-President  
Dennis Courtney, Second Vice-President  
Darryl Lesesne, Treasurer  
Marian Merewitz, Secretary

Also in attendance were:

Richard Turner, MCT Executive Director  
Don Katzen, Operations Director  
Debbie Billings, Accounting Director/ Human Resources Manager

**Executive Director's Report**

- Richard gave an overview of his outreach efforts. He is currently looking to meet with 4-5 groups a month and looking to get more advanced notice for any upcoming events.
- The updated financials are ready with the draft of November and December for the Budget and Finance Committee at the end of the month. November, December and January will be ready for March Board meeting.
- The County Council has requested an additional budget cut of 10%.
- A presentation of the updated web site will be given at the full board meeting.

**President's Report**

- Lee is changing the full Board meeting schedule to every other month so there will be no full board meeting in February. The Executive Committee will continue to meet monthly.
- Lee is planning a new board member orientation meeting in February.
- Lee is planning to have a special Strategic Planning retreat in late April.
- Lee will be requesting volunteers for the various Board Committees since we have now lost committee members due to the election.

**Operations Manager's Report**

- Shannon has been hired as the Operations Manager Assistant.
- The Training/ Volunteer Services Manager position was posted externally.

- Many on-air promotions, 60 second promos and holiday promos have been produced and run on the channel. Additionally a topical promo will be done every week for “21 This Week.”
- Production and Patricia have worked together to plan programs for MLK day and Black History Month. A piece was written up in the Washington Post about the new Green show.
- MCT is looking into the costs for the purchase or lease of 6 new computers and getting others upgraded.
- Pre-production process has started for a program that will focus and highlight Volunteer Producers.
- Granicus will be giving a presentation at the full Board meeting.

### **Unfinished Business**

None

### **New Business**

The words “Confidential Draft” should now be placed on all documents that go out in the Board packets.

### **Closed Session**

In Attendance were:

Lee Klumpp, President

Marion Hayes Hull, First Vice-President

Dennis Courtney, Second Vice-President

Darryl Lesesne, Treasurer

### **Adjourn** - 7:40 p.m.

The Executive Committee has been meeting every two weeks with Richard, Don and Debbie to remain updated on the reorganization as it progresses. During these meeting the Executive Committee approved archiving and video streaming to our Access Montgomery website.

Although the Bylaws call for a board meeting once per quarter, in recent years the board has been meeting monthly, however beginning this month, the board will meet every two months.

Lee encouraged new board members to sign up for committees due to the board election and organizational appointments.

Lee welcomed the following newly elected board members -

Paul Amon

Elizabeth Ortega-Lohmeyer

Chuck Finn Peña

The following directors were reelected to the board –

Toby Beach  
Steve Freidman  
Marian Merewitz  
Nancy Poole

The following directors were appointed by the three municipalities with seats on the board –

Sean McMullen – Maryland Municipal League  
Jonathan Walker, Sr. – City of Rockville  
Noreene Wells – Takoma Park

The following directors represent the new organizations with seats on the board –

Montgomery County Volunteer Center – Della Stolsworth  
Montgomery Community Television Volunteer Association – Greg Hamilton  
Montgomery County Hearing Loss Association – George Kosovich  
The Chelsea School – Kate Fedalen

Each of the new board members introduced themselves and provided some information on their background.

There are three At-Large positions on the board. Marian Merewitz made a motion and Jonathan Walker, Sr. seconded a motion to elect Darryl Lesesne to an At-Large position. The motion passed unanimously.

### **Committee Reports**

Budget & Finance Committee – The committee previously met on the second Tuesday of the month, however the committee will now be meeting on the fourth Tuesday of the month.

Strategic Planning Committee – At the last meeting the committee discussed the Goals, Timetable & Measurement report in addition to the Quarterly Report. The GTM report is directly tied into the Strategic Plan. Also at the meeting, the committee requested that the recent Viewer Survey be reviewed by management and staff for suggestions on improvements based on the survey to the board.

Additionally, the committee would like the board to have a retreat in April to work specifically on the organization's Strategic Plan. Lee requested that the board members let him know which weekend in April they are available for the retreat.

Also in February there will be an Orientation for the new board members to become familiarized with MCT and the station facilities.

### **Access Montgomery Website Presentation**

Richard Turner, Don Katzen and Patricia Stewart made a presentation on the makeover and launch of the Access Montgomery website. The last three weeks were spent on redesigning the website by using a content management system allowing each department to be responsible for their part of the website, eliminating a need for a central webmaster. In the next few months video streaming and archiving will be added to the website.

A Senior Sales Executive from Granicus described how the video streaming and archiving will work on the website. Todd answered questions from board members on the content management.

Suggestions and questions by Board members included:

- Strategic Link building capabilities, IE: Gazette and other newspapers,
- PEG, MCT Volunteer Association, Alliance
- Promo messaging
- Targeted email

### **Operations Director's Report**

- We're about half-way through MCT's reorganization. Rodney Bryant has been named Production Manager, Patrick Thrope is the new Technical & Network Manager, Oby Nwaogbe has been named Producer and Shannon Romano has been named Operation's Assistant.
- Promos have been airing on the channels for the Monty Awards, 21 This Week and Think Green.
- The Black History Celebration at the Strathmore will air in February.

### **Unfinished Business**

None

### **New Business**

None

**Adjourn** – 9:45 p.m.