

CCTV Center for Media & Democracy

Town Meeting TV | CCTV Productions | Vermont Language Justice Project

MINUTES

9 June 2022 - Thursday

10:30 a.m. - 11.30 a.m.

CCTV HQ - 294 N. Winooski Avenue BTV

Attendance: Bryan Davis, Elaine Haney, Erin Malone, Jane Knodell, Eric Covey

Absent: Shay Totten, Mary Simonds

Staff: Meghan O'Rourke, LG Davitian

Upcoming Meetings: 7/14 (10:15 - Noon) , 8/11, 9/22, 10/13

Resources: [Board Handbook](#) | [Board Terms](#) | Dashboard [Link](#) | [Strategic Direction](#)

1. For Adoption

a. Board Member Nominations - Eric Covey - Unanimously supported as ab board member with enthusiasm. Introductions of the Board members followed. Eric added a little about himself up: Access to democracy is the fiber of my being! First worked with CCTV when Nick Carter was our Americorps volunteer. Very interested in the VLJP translations services. Also became involved with New Leaders Vermont.

Eric currently serves as Chief of Staff for Vermont's Secretary of State Jim Condos, where he works to increase government transparency and accountability, and reduce barriers to voting for all Vermonters. He served on the Winooski City Council from 2017-2019, where he advocated for progressive, people-centered policies that ensure Winooski residents are safe, connected, and supported. He also served on the Winooski Charter Commission, responsible for crafting the now-effective all-resident voting charter change. Eric is the Founder of the New Leaders Council (NLC) Vermont chapter, and was Director from 2017-2019, focusing on recruiting, training and supporting the next generation of emerging, progressive leaders in Vermont. He was a founding board member and Co-Director of the NLC Maine chapter before moving back to Vermont, and is a trainer for the organization nationally. Eric has years of progressive policy experience working to empower his community members to engage in the decision making process on a local, statewide, and national level. He loves spending time outdoors with his partner Elsie, their dog Luka, their cat Kermit and friends and family, when the world allows it.

b. Financial Report - [May 2022](#) - Reviewed and approved.

c. Minutes - [May 2022](#) - Approved. Jane and Eric abstain.

d. Mission Update to Include Archival Purposes - Wait on this until Meghan and Jordan Mitchell review.

The receipt of the NEH grant helps us to prepare to be a trusted digital repository. One of the first recommendations from the NEDCC report is for the Board to update its mission in order to include our archival purposes. This refresh of the mission is brought to you to consider this update.

Proposed: *CCTV seeks to secure free speech, open the doors of democracy, and build community connections through airing, sharing, and archiving community voices. Through our advocacy and program development we provide access to media channels, tools, training, and archival assets that promote the exchange of diverse ideas, preserve community history, and grease the wheels of democracy.*

Current: *Launched in 1984, CCTV Center for Media & Democracy's mission is to secure free speech and open the doors of local government for all. Through our advocacy and programs we provide public access to local media channels, tools and training that promote the exchange of diverse ideas and grease the wheels of democracy.*

2. For Discussion

a. Board Handbook Review - Found [here](#). Shay asked if the Board could review the Board Policies to see what type of updating or amendment would be needed. There are three sets here – which are all included in the Board Handbook. This document was reviewed by the Board as recently as 2018 (see version history). The status of that review is amended to the Table of Contents.

Board Handbook (for review by new members) also includes: Conflict of Interest (for annual review by the Board) + Financial Policies (maintained regularly and also appended to Board Handbook).

Board may consider designating a Board member to be the keeper of bringing these policies to Board attention, e.g., Board Welcome Wagon be sure new Board members get the Board Handbook and make sure the Conflict of Interest Policy is up to date. To DO: Read and bring up notes and what you think needs to be cleaned up.

b. DEI Board Agenda - For possible preview: How to make sure that Board has representation of the constituencies that we serve. Part of it is recruitment, ensuring that the Board Handbook aligns with our policies and intentions. May be helpful to bring in outside help to stay on task and achieve the work. Question: What does CCTV Board want to do to ensure that equity and justice are part of our

core values in practice. Do we talk about it first and then bring someone in. Think about how to start the conversation. Suggest that we make this part of our governance and part of our day to day operations.

We want to aim for an integrated practice. We may want do do it with an external trainer.

There are different levels of DEI. Unpacking white supremacist culture. Looking at CCTV's philosophy and access and our practices. For example, is this a Board where people can learn about being a Board?

In every experience doing this work, we have to start with internal analysis of our own implicit bias.

It's good news that we are being proactive, rather than reactive at this point.

To Do: We could read about white supremacy culture, thinking about our audience and thinking about this in light of our practices and services. Set aside time at every board meeting for discussion that may lead to

Reading:

"The Foundation of White Supremacy" - Short reading (get link from Meghan)

America's Legacy of White Supremacy -

<https://www.forbes.com/sites/jeffraikes/2019/07/16/americas-legacy-of-white-supremacy/?sh=673b93d96ee2>

Public Media Existing within the shadow of White Supremacy Culture:

<https://greaterpublic.org/blog/public-media-existing-within-the-shadow-of-white-supremacy-culture/>

<https://blueavocado.org/hr-and-employment-issues/7-guiding-principles-for-a-jdei-policy-that-isnt-just-hot-air-plus-a-free-sample-policy/>

Another reading: The Whiteness of Wealth, Dorothy Brown
Media Justice Mailing List.

The Board could a/ review materials, b/ decide to take it up, c/ review our policies and practices in light of what we are learning, d/ determine if we could benefit from guide by the side.

c. [Board Recruitment Update](#)

c. Succession Planning Update: Timeline/ Agenda - [Planning Document](#) - Meghan - We are trying to create a new organizational chart + explore how the staff can do the work differently. Interesting development at ORCA Media in Montpelier is exploring a horizontal organizational structure. This is influenced by “sociocracy” of Rural Vermont (with a core leadership team). See: <https://static1.squarespace.com/static/5a91bdb696e76f19497788bd/t/617abab1247b730693f0aca1/1635433138005/Strategic+Plan.pdf>

Also, look at Public Assets ED transition process. PA is doing a Board led fundraising campaign to support the new ED and alleviate some fundraising pressure. Their goal is \$250K which would, ideally, cover three years of donor giving. Working on this with former Board members. They could not do that work without making the formal announcement.

We need to think about making the formal announcement. There will be people who are excited about supporting the organization to get to the next step.

For LGDs transition: We need to have a plan of transition - 60 day long plan. Legacy, Future, Bigger Plans. Board has an important role to play here.

There are two different opportunities: celebrating the change in leadership to get more investment + Board supported effort to raise annual donor funds.

In July Board would like to see: Proposed Organizational Model + Roles, Budget Implications, What is current ED doing now that needs a strong plan to take up those areas of responsibilities. LGD Responsibilities. How will hiring be accomplished (in task and responsibilities).

3. General Operations Update

Advocacy + Development - I think you are aware that we were granted \$600K by the Vermont Legislature which will be shared by the 24 community media centers

(\$25K). We are working on our policy recommendations and new relationships with incoming “class” over the Summer and Fall.

Development activities largely focus on VLJP. In March we applied for 9 grants. We were awarded the Vt Arts Council Digital Capacity “to support installing neighborhood baked video systems and launch a demonstration video captioning project”. Vt Community Fund Health Equities grant awarded VLJP \$90K of \$175K requested to support a second staffer for the next year. We will not be included in the list of Leahy earmarks for VLJP but will start to work on that for FY24 with other Congressional offices.

The list of grants applied for and pending for all areas may be found here: <https://docs.google.com/spreadsheets/d/XXXXXXXXXXXXXXXXXXXXXXXXXXXX/edit#gid=0>

CCTV Productions - Working on two doc projects, including Suicide Prevention interviews (\$7500). We are at 85% of our goal.

CCTV Productions	YTD	%	Goal
Total	46	85%	54
Large Projects - Over \$5K	1	50%	2
Small Projects - Under \$5K	14	117%	12
Misc Projects - Under \$1K	7	0%	10
Meeting Coverage (Not including Burlington Contract)	24	80%	30