

Cheshire TV Special Board of Directors Meeting  
Minutes  
October 27, 2020; 5:30 p.m.; Location: Virtual Meeting via Zoom

---

Attendance:

- Board Members: Jodi Turner, Kristina Germano, Bob Milliken, Steve Hooper and Diane Forcier

Welcome:

Chair, Jodi Turner, opened the Special meeting at 5:33 p.m. noting the attendees for the meeting and a quorum was established.

The topic of having specific time frames for each agenda item came up so that we can keep meetings on track. It was also suggested that a time keeper be appointed to help keep meetings running on time within the timeframes allotted for each topic. It was suggested that we build enough time on the agenda to have open member discussion time and/or to revisit topics that were not finalized. Jodi offered to be the timekeeper for the meetings.

Kristina Germano made motion to start putting time frames on agendas with “Open Member Discussion and Question” time at the end of each agenda as well as having a Jodi Turner as the appointed time keeper for each meeting keep everyone on track. This motion was seconded by Steve Hooper.

This motion was voted on and unanimously approved.

The outside consulting firm that we hired, Aptiva HR, has started interviewing the Cheshire TV staff. One of the items they will be doing for Cheshire TV is assisting in finding an Executive Director. During the staff interviews they will be determining what qualifications are needed in an Executive Director. Aptiva HR will also be reviewing our employee handbook to ensure we are in compliance. It was also suggested that there be one point of contact for Aptiva HR to connect with on their findings and/or if they had any questions. Jodi Turner offered to be their point of contact. It was suggested that we establish a Search Committee for the next Executive Director. It was stated that the one point of contact and the Search Committee were both very good ideas.

Bob Milliken made a motion to table to Search Committee idea until more Board members were present. This motion was seconded by Kristina Germano.

This motion was voted on and unanimously approved.

Bob Milliken made a motion to have Jodi Turner be the point of contact for Aptiva HR. This motion was seconded by Steve Hooper.

This motion was voted on and unanimously approved.

At this time Kristina Germano made a motion to go into Closed Session. This motion was seconded by Bob Milliken.

This motion was voted on and unanimously approved.

There being no further business to discuss, the meeting was adjourned at 5:49 p.m.

Respectfully submitted,

A handwritten signature in blue ink that reads "Diane M. Forcier". The signature is written in a cursive style.

Diane M. Forcier  
Board Secretary