

**LOUDON COMMUNICATIONS COUNCIL MINUTES OF NOVEMBER 19, 2007 AT THE COMMUNITY BUILDING ON VILLAGE ROAD.**

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**Meeting Attendees:**

MaryAnn Steele	Amanda Masse	Deb Kardaseski
Kris Tripp	Sherry Blanchard	Samantha French
Dorothy Mulkhey	Lee Laughlin	

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- I. Advertising Reports – Samantha French reported that for the December issue she has seven ads in addition to the contracts. Samantha reported that many advertisers are beginning to cut back because of the economy on their advertising. Those present discussed this with regard to funding.
- II. Publication Coordinator – Deb Kardaseski reported that the December issue was lighter than last month but will be a full issue. Deb had emailed the Council members the timeline for publication for 2008. Those present discussed the timeline and noted the article ideas section of each month. Deb will make the changes on page 2 of *The Loudon Ledger* updating the deadline schedule for 2008 as well as updating the Council membership.
- III. Secretary’s Report – Amanda Masse had distributed the minutes of October meeting via email. Those present reviewed the minutes. A motion was made by Kris Tripp to accept the minutes as distributed; with a second by Sherry Blanchard, the October meeting minutes were accepted.
- IV. Treasurer’s Report – Treasurer Dorothy Mulkhey distributed a corrected financial report for the month of September. There was a deposit of \$655 that was not included which brought the ending balance for the month of September to \$14,489.43. Amanda Masse made a motion to accept the corrected income and expense report for September; with a second by Sherry Blanchard, the motion passed. Treasurer Mulkhey then distributed the income and expense report for October. For the month of October the beginning balance was \$14,489.43. There were deposits of \$1,091.71 and there were expenses of \$1,338.36. The ending balance for October was \$14,242.78. A motion was made by Amanda Masse to accept the Treasurer’s report; with a second by Kris Tripp, the motion passed. Treasurer Mulkhey will have the printout of the town budget allocation expenditures available at the next meeting.
- V. Budget – those present reviewed and discussed the budget. The proposed lines at the bottom will be removed and this will be the budget finalized and kept on file.
- VI. Website Update – Emily Bracey was not present. Amanda will email Emily with regard to getting the Council minutes posted to the website and *The Loudon Ledger* issues. Those present discussed having a link to a survey that The Council will be developing on the website for comments regarding the *Ledger*.
- VII. New Business -
  - a. Dorothy Mulkhey had a note from an individual who contacted the town office looking for a past issue of *The Loudon Ledger*. Those present noted that past issues were available on the website. Deb will contact the individual as she has some back issues.
  - b. Lee Laughlin discussed the option of utilizing her Survey Monkey account to develop a survey asking *Loudon Ledger* readers for their comments and suggestions. Kris and all council members should email ideas for the survey questions to Lee.

VIII. Old Business -

- c. Town of Loudon Budget Request – Kris Tripp reported that she has the budget request form as well as letters and previous year’s budget request information from Attorney Thom McCue. After discussion, Dorothy Mulkhey made a motion to increase the budget request to \$18,000; with a second by Sherry Blanchard, the motion passed. Those present also agreed to request a meeting with the selectmen to discuss the budget request. Kris will complete the paperwork and submit the request.
- d. Publication Contract Bid Process Review – MaryAnn Steele will present an agenda to review the bid process next month.
- e. By-Laws/Articles of Agreement/Mission Statement Review – Sherry Blanchard made a motion to re-adopt the By-Laws with the typo correction; with a second by Kris Tripp, the motion passed.

A motion was made by Amanda Masse to adjourn, with a second by Sherry Blanchard, the meeting adjourned at 7:25 p.m. The next meeting of The Loudon Communications Council will be held on Monday, December 17<sup>th</sup> at 6:30 p.m. at The Community Building in the village.

Respectfully Submitted,  
Amanda Masse, Secretary  
Loudon Communications Council