

**LOUDON COMMUNICATIONS COUNCIL MINUTES OF THE ANNUAL MEETING ON
OCTOBER 22, 2007 AT THE COMMUNITY BUILDING ON VILLAGE ROAD.**

Meeting Attendees:

MaryAnn Steele	Kris Tripp	Dorothy Mulkhey	Sherry Blanchard
Samantha French	Lee Laughlin	Emelia Campbell	Thomas McCue
Deborah Kardaseski	Tricia Ingraham	Emily Bracey	Melissa Moore
Christine Campbell	Amanda Masse	Katelyn Campbell	

- I. Advertising Reports – Samantha French reported that for the November issue she had 12 advertisements and one with a two month contract.

- II. Publication Coordinator – Deb Kardaseski reported on the November issue. The issue is very full with lots of articles this month. She may run into some space issues because of the length of the minutes the past month. Deb noted that she will skip the filler stuff and use it if needed, but will most likely have to leave out any extras this month. Those present discussed the size of the issue and whether or not to change the page count for this issue. It was decided to wait and see what Deb came across once the paper was laid out. Deb will also work on the publication schedule for the 2008 issues.

- III. Annual Meeting – At 7:03 p.m. Acting Chairperson MaryAnn Steele called the Annual Meeting to order.
 - A. Election of Officers: Those present received a copy of the Nominating Report and discussed the nominations. Tricia Ingraham made a motion to nominate Sherry Blanchard for a one year term ending in 2008; with a second by Dorothy Mulkhey, the motion passed. Hearing no other changes to the report Amanda Masse made a motion to appoint the slate of officers and directors as listed below; with a second by Kris Tripp, the motion passed. Those present agreed to make every effort to recruit interested individuals to fill the vacant positions on the Board of Directors as well as train others interested in the officer positions in the future.

Chair – MaryAnn Steele
Vice Chair – Kris Tripp
Clerk – Amanda Masse
Treasurer – Dorothy Mulkhey

Current Board of Directors and dates which term expires:

Tricia Ingraham	2008
Dorothy Mulkhey	2008
Sherry Blanchard	2008
Emily Bracey	2009
<i>vacant position</i>	<i>2009</i>
<i>vacant position</i>	<i>2009</i>
Amanda Masse	2010
Kris Tripp	2010
MaryAnn Steele	2010

- B. Annual Report Certificate - Attorney Thomas McCue needed a motion to have Treasurer Dorothy Mulkhey sign the annual report. A motion was made by Amanda Masse to authorize Treasurer Dorothy Mulkhey to sign the annual report on behalf of the Loudon Communications Council; with a second by Tricia Ingraham, the motion passed.
- C. Filing Fee – Attorney McCue needed a motion to authorize Treasurer Dorothy Mulkhey pay the \$75 annual filing fee to the State of New Hampshire Division of Charitable Trust. A motion was made by Kris Tripp to authorize Treasurer Dorothy Mulkhey to pay the \$75 filing fee; with a second by Amanda Masse, the motion passed.
- D. Annual Report – Attorney McCue noted that the State of New Hampshire Secretary of State Annual Report for non-profits is due every 5 years and will be due in 2010.
- E. Tax Filings – Attorney McCue noted that there could be changes with the way that organizations with gross receipts under \$25,000 file. Mr. McCue stated that he would keep an eye out for these changes and keep the Council informed.
- F. Conflict of Interest Policy – Attorney McCue distributed the conflict of interest policies for the officers and directors. These policies are signed and kept on file by Clerk Amanda Masse. Those present signed these forms and are now on file.
- G. Thank you – Council Chair MaryAnn Steele noted that it was very exciting to see so many new faces at the meeting tonight. It is encouraging to have new faces and ideas at meetings.

Council Vice Chair Kris Tripp made a motion to adjourn the Loudon Communications Council Annual Meeting at 7:25 p.m.; with a second by Sherry Blanchard, the motion passed.

- IV. Secretary's Report – Amanda Masse had distributed the minutes of September meeting via email. Those present reviewed the minutes. Attorney Thomas McCue noted a change under Old Business section c. Bylaws/Articles of Agreement/Mission Statement. The paragraph should read: *the Council will make a complete review of these important documents and also create job descriptions of council positions and outline additional procedures.* A motion was made to amend the minutes of September by Sherry Blanchard; with a second by Dorothy Mulkhey the minutes will be amended. A motion to adopt the minutes as amended was made by Kris Tripp; with a second by Sherry Blanchard, the amended September meeting minutes were accepted.
- V. Treasurer's Report – Treasurer Dorothy Mulkhey read the income and expense report for September. For the month of September the beginning balance was \$15,356.45. There were deposits of \$20.00 and there were expenses of \$1,542.02. The ending balance for September was \$13,834.43. A motion was made by Amanda Masse to accept the Treasurer's report; with a second by Tricia Ingraham, the motion passed.
- VI. Budget – those present reviewed the draft budget. It was agreed to finalize and sign an actual contract with The Concord Monitor for the printing. The budget will be changing due to future postage increases and insertion of exact fees.
- VII. Website Update – Emily Bracey reported that the website updates were going well and that Rodney had made some changes to the administration area making it even easier to enter information.
- VIII. New Business-
 - a. Town of Loudon Budget Request Letter – Treasurer Dorothy Mulkhey noted that she has the budget request letter and will bring it to the next Communications Council Meeting. Deb Kardaseski will run some cost estimates with changes that were discussed in the Budget. Kris Tripp volunteered to be The Communications Council representative at the budget hearings this year, but welcomed anyone else to attend with her on the council's behalf. Tom McCue

will get the information from previous years to Kris including a letter that is used to submit the budget request.

- b. Writers – Attending the meeting this evening were several citizens interested in writing regular columns for The Loudon Ledger. Melissa Moore introduced herself and noted that she is interested in writing a quarterly piece on topics such as history, the farming community, or a new topic. **Any ideas can be directed to Melissa.** Lee Laughlin introduced herself and explained that she is interested in writing about the small businesses in Loudon. She would like to feature a small business each month and do a profile which could also include a photo or even fun facts about the business. **Lee asked those present to please formulate a list of potential businesses for her to profile in her monthly column and either email them to her or bring ideas to the next meeting.** Emelia Campbell introduced herself and expressed her interest in being a writer. She enjoys writing and being published and hopes to write profiles about interesting citizens here in Loudon. Amanda Masse gave Emelia a list of questions which was formulated a while back when someone was interested in interviewing town employees. Those present agreed this would be a great section and look forward to reading Emelia's work. **Emelia will be looking for a list of interesting individuals who have many stories to tell, please bring your ideas to the next meeting or email her.** Christine Campbell explained that she was interested in writing about family fun ideas including places to go and things to do right here in Loudon and New Hampshire. **If you have ideas, please share them with Christine.** Everyone present expressed great interest and excitement by these new ideas and look forward to hearing even more in the future.

A motion was made by Amanda Masse to adjourn, with a second by Kris Tripp, the meeting adjourned at 8:15 p.m. The next meeting of The Loudon Communications Council will be held on Monday, November 19th at 6:30 p.m. at The Community Building in the village.

Respectfully Submitted,
Amanda Masse, Secretary
Loudon Communications Council