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Northwest PEG-TV Board of Directors Meeting
BFA-St. Albans Library
Meeting of April 12, 2012

1. CALL TO ORDER at 6:00 p.m. by President David McWilliams. Also present for the board were Rick Tatro, Marilyn Grunewald, Lori Jordan, Joey Russo, Gregg Gervais, and Jill Snapp, as well as Executive Director Elizabeth Malone.

The President added two items to the evening's agenda. First of all, under New Business, we have a guest for the evening - Marty Manahan, a subscriber and the former St. Albans City Mayor. Secondly under 8a, we'll have an Executive Session for Personnel- Employees.

2. Technical Report-Camera Quotes

Executive Director-You have before you three quotes. ,,I have circled the individual price on the camera. This camera is a model we've been using for about 18 months now so it's very reliable. We're requesting the purchase of two more of these cameras. As you'll see later when we're talking about the Capital Plan, we're really working to replace the cameras that run all the tapes. That's because when you edit, you have to actually take the tape and play the tape back into the computer in real time. So if you tape a 3-hour meeting, you need to leave that computer alone and the computer can do nothing but roll in footage for 3 hours. So it's really inefficient compared to if you record that same meeting on a card, a 3-hour meeting will take at the most 15 or 20 minutes to load into the editing software. program. So we'd really like to be able to replace those older cameras, both because they're getting older and because they're inefficient as to how fast we can edit and get things out. With the older cameras what breaks on them is the mechanism that runs on the tape. That's the story with the tapes. It's always those little heads that break and wear out. And that's what costs thousands of dollars to repair. These new cameras do not have heads in that way. Mrs. Grunewald- Are any of those older cameras still going to be useable? Executive Director-Yes. As we phase cameras out, we always find homes for them. For example, some of the first mini TV cameras have gone on to long-term homes in some of the churches that didn't have digital equipment. Quite honestly, we usually use things until they're not efficiently able to be repaired.

President-One of the things I've asked Elizabeth to look into are rules that when a camera goes to somebody to document the reason why and who has it. That's because we don't sell it to them. We give them a lease on it. They don't pay for the lease. They just use it but if anything goes wrong with it, they have to repair it. That's something that will be on our next agenda. Executive Director-Yes. And all of that equipment stays in our inventory. It has no value at this point because they're so old. Whenever you get rid of assets as a non-profit, there's a lot to go through. You can't simply hand out things. That's why we've left it on our inventory. President-Yes.

47 Another reason for a set of rules is if we have a set of rules or policies as to where the
48 equipment goes, no one can ever be accused of giving it to people because of the rules
49 being followed. Executive Director-Yes, and even in our inventory software, you can
50 see where such and such a camera has been signed out to a church.

51
52 President-On these cameras that you've given us quotes on, could you talk about the
53 access - what is the warranty? Also could you talk about their warranty. Executive
54 Director-The warranties don't usually come from the retailers. They come from the
55 manufacturer. President-Every cameras has a one year warranty. Executive Director-
56 Yes. And anyone who buys electronics in mass will tell you that buying extended
57 warranties is always a waste of money so we never do that. So for this, it's a pretty
58 simple case of numbers Access AV out of Concord, NH is at \$2945. On the back side
59 of your first page, ACE of Maine, you're at quite a bit more at \$3499 and then BNH is
60 in the middle at \$3170. Asked to identify their choice, the Executive Director said
61 they always want the least expensive one. It's the exact same camera, she said. It's just
62 a different price. President-According to our policy, we have to make sure we have
63 quotes. Executive Director-Yes, any piece of equipment over \$2500 requires board
64 approval. We're asking that you consider two of these cameras. When we talk about
65 the Capital Plan, we're hoping to purchase four card cameras and that we phase even
66 more of the tape cameras, again, to improve efficiency and also the quality. The quality
67 of what is recorded on a card is .higher than what is recorded on a tape. Mr. Russo-So
68 for 2012 we're going to get four cameras? Executive Director-When we get to the
69 Capital Plan, we'll talk about that more. Mr. Russo-But I understood you wanted to get
70 two? Executive Director-Two for now, yes. What we're going to do - and this model of
71 camera is the card camera that we've had the longest, so we're very happy with it. Last
72 November, we purchased two other card cameras from a different manufacturer. The
73 intention of the two that we purchased in November was to be a more basic camera.
74 We've only had those for about six months now, so we're still evaluating those cameras.
75 That's why we wanted to delay the purchase of two more cameras until we've fully
76 evaluated the other model.. Mr. Russo-I see. Mrs. Jordan-How many do we have in
77 total that we will eventually want to be replacing? Executive Director-It seems like
78 the perfect number for cameras is ten. Right now we have four card cameras. The
79 remaining six are made up of tape cameras. By the end of 2012, it's our goal to have
80 eight of those cameras be card cameras. It's seldom that we're sending out ten cameras,
81 but there are indeed times when we do. So that's our goal - to phase out more of those,
82 so that when we have our typical busy time, like the second Monday of the month, we
83 have five meetings to cover. As it is, one of those is always coming in on tape and is
84 always slowing down the process. So at least by incrementally increasing our number
85 of card cameras, we're slowly improving our efficiency.

86
87 President- What brand name are the card cameras you already have? Executive
88 Director-This is the Panasonic model. That's what we're looking for. In November, we
89 purchased two JBCs, which are the entry-level cameras. That's a different consumer
90 who is using those. It's more people who are signing it out for the day and using it a
91 couple of times a year, so it's a simpler camera. Mr. Russo-This money has been

92 budgeted? Executive Director-Yes, that's correct. President-Yes. The money is in the
93 budget. We made sure before we decided to come before the board. Any questions?
94

95 **Mr. Tatro-I make a motion that we purchase the two cameras. Seconded by Mrs.**
96 **Grunewald. President-What cameras are you purchasing and from what**
97 **company? Executive Director-We'll be purchasing two Panasonic AG HMC 150s**
98 **from Access TV. President-Could that be a part of your motion, Rick? Mr. Tatro-**
99 **As long as I don't have to repeat it, yes. Seconded by Mrs. Grunewald. President-**
100 **We have a motion. Is there any discussion on the motion? (None) All in favor of**
101 **the motion say aye. (All in favor) All those opposed say nay. (None Opposed)**
102 **Motion Carries.**

103

104 **3. Programming Video Report**

105

106 The Executive Director said that Chris Hoyt was unable to be with them tonight because
107 he was busily working on the movie project that she had mentioned in her report. You
108 perhaps saw a very silly picture in the St. Albans Messenger from that. Here is Chris's
109 monthly report: The lights are dimmed and Mr. Hoyt introduces himself . Hi! How are
110 you doing? I'm Chris Hoyt, programming coordinator here at NW Access TV. I'm here
111 with Eric Little, one of our station's producers here in the studio. So right now what
112 we're working on is our entry to the, "No Film Film Festival" that is coming up. So
113 while we're busy doing this, why don't you at home check out some of our fine
114 programming that we've featured this past month. First up is a trio of news show that
115 we've added. One is, "The Word" with Roy V. Hill. Also locally we have, "The
116 Farming & Gardening Authority" with Eric Noel and then finally our good friend Darin
117 has started, "Tech 4 Dummies" . Why don't you check out these fine new shows that
118 we featured this last month.

119

120 Following the introduction to the work of local talent, the board enjoyed a jaunty sight
121 of St. Patrick's Day paraders tooting their horns down Main Street. The next offering
122 was the always- smooth delivery of Town Meeting Day election coverage. That was
123 followed by a look at the ever popular high school winter sports scene with MVU and
124 BFA boys and girls. In parting, Mr. Hoyt signed off for himself and Mr. Little, assuring
125 their viewers that next month NWATV would be bringing them the premier of "No
126 Film Film Festival "Starring us! Filmed by us! Thought up by us!" "Yes, and all
127 very unfortunate," was the wry response from Mr. Little. Mr. Hoyt, ready accomplice,
128 chimed in "Yes!"

129

130 **4. Treasurer's Report**

131

132 Mrs. Grunewald- You all should have gotten a copy of the report. I asked you if you
133 had any questions to get back to me. I didn't hear from anybody but I welcome any
134 questions. President-I sent you a response. I didn't see any problems with it. Mrs.
135 Grunewald- I got responses that everyone that they got it. I wanted to be sure everyone
136 received it. Elizabeth, I don't know if there's anything you'd like to say? Executive
137 Director-I just want to say that February was a quiet month financially because we

138 were busy producing programming. Almost all the expenses were just simple expenses
139 - personnel wages, salaries and that sort of thing more than anything else. Mrs.
140 Grunewald-Yes. The other thing I wanted to bring up is there's a workshop that's
141 coming up on the 19th. It's focusing on non-profits and financial responsibility. I think
142 it's a 11: 30 in the morning. It's in Montpelier. I can't go to it because I've already said I
143 would go to the United Way annual meeting. It would be neat for someone to go.
144 Elizabeth is going to go. Executive Director- Yes. It's next Thursday morning. If
145 anyone is interested I have information about it. **The President invited questions
146 pertaining to the budget. If not, we'll move on to Check Detail on where the
147 money was spent, and we will need signatures by the board. There being no
148 questions on the report, I'll take a motion from the floor to accept the Treasurer's
149 Report.**

150
151 **Mrs. Snapp -Motion to accept the Treasurer' Report. Seconded by Mr. Gervais.**
152 **President- We have a motion and a second. Is there discussion on the motion?**
153 **(None) All in favor of the motion say aye. (All in favor) Those opposed say nay.**
154 **(None opposed) Chair-So moved.**

155 156 **5. Executive Director's Report**

157
158 Executive Director-I'll just quickly go through it. There's a lot that's in the report that's
159 in other pieces of the agenda. I've been busy working on the Annual Report. This is my
160 second Annual Report as the Executive Director. It's a big project to take on but it's a
161 great chance to look back at the year and see where we've grown and where we can
162 grow some more. So that's a lot of what our work has been lately. Under Financial
163 Notes, we did move that large CD that we had with TD Bank. That's now in VT.
164 Federal Credit Union. Also under Financial, you saw I wrote a little bit about our 990
165 form. Non-profits, if their financial year ends on December 31st. May 15th is their
166 date or having to file. So we're not yet to that date. I asked David to wait on the
167 approval of the 990 until the May board meeting so I have time to meet with the CPA.
168 The reason is we adopted the Financial Handbook last year, which requires us to
169 practice depreciation which previously we didn't do. I'm sorry if I get technical and
170 annoying, but we would expend a complete piece of equipment in the year that we
171 bought. That is completely acceptable to the IRS, but if you ask anyone who is in
172 accounting, it's not the best practice. So I'm asking for help from the CPA to transition
173 us to make the most wise transition in the eyes of the IRS from what our current
174 practices are to what the best practices are.

175
176 Mrs. Jordan- You're thinking that depreciation was what the difference was between
177 acceptable versus best? Executive Director- Yes. That's the primary difference.
178 Otherwise, our books are very simple. Mrs. Grunewald-Yes, they're very simple. Mr.
179 Russo-There's no tax liability here, right? Executive Director-No, none at all. It's just
180 a matter of best practice. That's what it comes down to. The more I study accounting
181 the more I realize, "That's not the best way to do that." President-So if you see a bill
182 from a CPA it's because of the fact that we want to make sure that we have our
183 requirements done right. Executive Director-And they're just doing the review.

184 They're not actually filing the form, which is why it will be quite a bit less than it
185 normally would be. Another quick note. I just wrote to you about the changes in the
186 staff. Internships are starting to grow. We seem to have more and more requests for
187 that, so Chris and I are working on formalizing the Internship Program. In the past we
188 kind of felt we were meeting the needs of the students but not necessarily meeting the
189 needs of our organization. So we're going to come up with a more formalized structure
190 where they choose a project to work on, or a series of projects - and then learn what
191 their objectives and goals for learning are. Then they achieve those within the project.
192 So it will be much more formalized and I think both the organization and the interns
193 will benefit more from that. So we're looking forward to that, especially when summer
194 comes, because we always get more requests in the summer for students to join.

195
196 Mr. Gervais-You will offer the projects to the students. Do you have projects that will
197 benefit us that are already preconceived and you offer them to the students to choose
198 from? Executive Director- In some cases, but what's more likely is we'll have a
199 framework of, "You're going to produce a short documentary." So we'll build that
200 framework, but it will be entirely based on their interest. If they're interested in
201 veterinary services or sports, that's what we want them to choose. It's their own
202 personal interest that will make them want to define and continue with the project.
203 Mrs. Jordan asked if there would be some sort of a write-up on their project so that they
204 will take that with them wherever they might go? Executive Director-Yes. They have
205 to sign a contract at the beginning and then they will also receive an evaluation of their
206 internship at the end. Everything else in the report is located elsewhere in the agenda
207 unless someone has a specific question.

208
209 **President-Is there a motion to accept the Executive Director's Report? Mrs.**
210 **Grunewald-I make the motion to accept the Executive Director's Report.**
211 **President- Motion is made. Is there a second to the motion? Seconded by Mrs.**
212 **Snapp. President-Motion is made and seconded. Any discussion on the motion?**
213 **(None) All in favor say aye. (All in favor) All opposed say nay. (None opposed)**
214 **President-So moved.**

215

216 **6. Old Business**

217

218 **a. Bylaws Final Review and Adoption**

219

220 Executive Director- So again, this was tabled because last month's attendance was low
221 and the board didn't feel comfortable without a larger attendance of the board. It's
222 pretty much exactly the same as it was two months ago. Does anyone have questions?
223 This is the same document that we have been working on since last October, which was
224 the first time we looked at this. President-The old bylaws are in effect. These are
225 revised because we felt that we needed to do it. We need to adopt these new bylaws as
226 corrected. Is there a motion on the floor?

227

228 **Mr. Tatro-I move that we accept the bylaws as written. President-Motion has**
229 **been made. Is there a second? Seconded by Mr. Gervais. President-Is there any**

230 **further discussion on the motion? (None) All in favor of the motion say aye. (All**
231 **in favor) All opposed say nay. (None opposed) Chair-So moved. (Board members**
232 **sign)**

233

234 **b. Neutrality Issue**

235

236 Executive Director-The board had asked me to do some research on the question of
237 neutrality. It was raised specifically around board members creating shows with
238 political content and how that might influence public perception of the organization
239 and the channels' neutrality. I called the five largest access centers that deal with
240 government issues. They all have very seasoned executive directors so I took their
241 advice very much to heart. They hadn't been in a similar situation. This was a unique
242 situation in their eyes. One piece of advice that they did have was to create a special
243 disclaimer. I'm sure you've all seen our disclaimer at the end of every show saying that
244 neither Comcast nor our organization represent the views that are expressed here. This
245 additional disclaimer simply says that board members do not influence any of the
246 programming decisions made by our organization and that all candidates are free to
247 produce programming, and are invited to produce programming in accordance with the
248 equal time guidelines that are laid out by our contract with the Vermont Public Service
249 Board. So that's what we've added and I'm going to add probably a similar thing to the
250 end of every single candidate show that we do for the coming election years.

251

252 The Executive Director wrapped-up the 2012 election highlights for board members
253 who might have lost the thread of events: I will say that the staff has made certain
254 decisions based on our experience, she said.. As an organization we will no longer be
255 producing individual interviews with any candidates. So the only programs that will be
256 produced by NW Access Television leading up to elections will be candidate forums to
257 which all candidates will be invited.

258

259 If a board member chooses to do a show, it's that board member's show and he or she
260 will need to appear and say that he is representing himself as an individual as opposed
261 to a board member. We need to make that very clear in people's minds- that we only
262 produce shows to which entire forums of candidates are invited. It doesn't stop
263 anything from being produced. It simply defines what our organization will produce.
264 Mrs. Grunewald-Yes. Anybody can put on a show. Executive Director-That's right.
265 Mr. Manahan-May I comment? President-Yes. Mr. Manahan- I would think in the
266 future it would be much easier just to remove yourself from the whole process. He
267 recounted Mr. McWilliams' recent open support of Mr. Luneau's candidacy in the City.
268 He made it clear that to him it was not an advantageous pastime for a public access type
269 of board. He asked, Why would you even want to put yourself in that position as an
270 organization? Why wouldn't you say, "Okay, Dave, You're either going to be board
271 president or you're going to be political adviser - one or the other. He touched on the
272 common practices open to boards, whether in bylaws or whether it was criteria that a
273 board adopted, of a step that that he said would make things much easier moving
274 forward.

275

276 Mr. Tatro-Marty, I'm a strong believer in the first amendment. I'm not the president.
277 I'm the vice-president here. Say there's a candidate running for mayor. Say it's my
278 brother and he decides to run for mayor. I'd rather do it myself and get a good interview
279 than having someone who is inexperienced do it. I don't feel like I should be
280 disqualified from taking part in this interview process. I would divorce myself. I'm just
281 John Q. Public interviewing his brother who is running for office. Mrs. Grunewald said
282 it was the whole perception. Mr. Tatro-Just because I'm a member of this board, I'm
283 still a subscriber. I know what the perception is. Mr. Manahan-I think that's the thing.
284 It's the perception. It's the value that you place on the organization that's you're
285 representing. In that situation, it's unique because it's your brother. But when it's not
286 your brother - because there are a lot of misperceptions out there.' Take David's role in
287 supporting Mr. Luneau, for instance. He's the president of this board. You've got to
288 separate yourself at some point and you've got to bring yourself to the level of
289 professionalism that you hope your organization has. That 's why I ask is that
290 interview so important that you feel you should do it, or should you say, "In the
291 interests of protecting my organization, and making sure we come out looking as
292 professional as we can, I'm going to let someone else do the interview."
293

294 They swapped examples. Mr. Tatro said he was a volunteer for the station and if
295 someone from the station asked him to do an interview, he would do it, but he said he
296 would really have to think about disqualifying himself because of the fact he was on the
297 board. Mr. Manahan said he agreed with what Mr. Tatro was saying. He added, At
298 some point you can't be writing letters to the paper supporting candidates. You can't be
299 out campaigning for them. You can't be doing all this stuff behind the scenes and then
300 come on in and interview them and try to portray yourself as very independent. Mr.
301 Tatro questioned if a person felt that an interviewer was uneven- handed, why would
302 that person even sit down with him do an interview. If he thinks the interviewer's point-
303 of -view is slanted, he'll ask for somebody else. Then all of a sudden the ball is in
304 Elizabeth's court, he said.
305

306 The Executive Director said no, it was not. She said it was not the station's job to
307 produce those other shows. She said that she wanted to make that very clear. She said
308 they would not be producing any shows. Mr. Tatro- So if Marty Manahan wants an
309 individual, it's up to him to get an interviewer? The president said yes. The Executive
310 Director said it was the station's job to offer equal time but an interested person must
311 have the responsibility of finding his own interviewer, or else a candidate could just do
312 a show by himself. There was no reason why a candidate had to have a host. Mr. Tatro
313 said he liked that idea. Mr. Russo asked if that meant they were not disqualifying
314 anybody from doing anything. The Executive Director replied that they were just
315 saying, "You have to find a host." She added that that was not even a policy. She said
316 that was their procedure. Mrs. Grunewald agreed it was a good decision.
317

318 Lori Jordan asked Mr. Manahan if he had come under fire for having endorsed Gov.
319 Dubie for mayor. Mr. Manahan said he absolutely had. He said it came with the
320 territory. As a politician he said you were expected to endorse certain candidates and

321 people looked to you for your endorsement. So, yes, he had taken a lot of heat from the
322 Democratic party for that.

323
324 President McWilliams said he had let people state what they felt and now it was his
325 turn. He said he hadn't asked Elizabeth to call Ryan Doyle to see if he wanted to come
326 on his show, but he would have treated him with respect just as he would anyone else.
327 He said if he wanted to do a show with any candidate it would be as an individual, and
328 it was his right under the constitution to do it. If Joe Luneau or Marty Manahan wanted
329 to call him and wanted him to host a show, he said he would host the show as a
330 subscriber. He said he would not use his title as president, just as the board members
331 would not use their positions. He said, I will not host a show saying that I am president
332 of Public Access and that I am endorsing Marty Manahan. I would not do that and no
333 board member should do that. Mr. Tatro agreed and added, "I should say here that
334 Elizabeth has cleared this whole matter up."

335
336 Mr. Gervais said that in reality, he didn't think Mr. McWilliams had any advantage
337 over any other citizen to come in and have a show. "But I do think that the perception is
338 still out there. People know that he is president and there can be that perception that the
339 board is slanted and he's speaking for the organization. That part is a problem. I'm
340 wondering if he would start the show and end the show with a disclaimer, explaining
341 what his ties to this person are, He's a friend of mine or I work with him, or I have
342 worked with him, or whatever, and let it be known to the public exactly where he stands
343 before the interview starts.. President-Yes, as an individual. Mr. Russo-And it should
344 be spoken rather than in writing - both, I think, but that's important.

345
346 Mr. Tatro said if he were interviewing Marty, he would never start the interview with,
347 "He's a friend of mine." He said he'd known Marty for years but it would just look
348 slanted already. He said you would already have lost half your audience by saying,
349 "I've got Mary Manahan here, my good buddy for the last 20 years." Mr. Manahan
350 said it might be something they would have to decide in the future if it continued to be a
351 problem. Board member Mr. Gervais said no, he didn't like having to give up their right
352 to speak as a board members. Mr. Manahan said it was not giving up his right to speak.
353 It was giving up his right to host a political forum show. He said there were a number
354 of boards that when you got on a board there were certain things you couldn't do as a
355 result of being on that board.

356
357 Mrs. Grunewald asked to speak. She said she totally believed in freedom of speech and
358 she totally believed that board members had a right to produce a show if they wanted.
359 She said she had dealt with a lot of boards in her lifetime, and she could say that there
360 was that perception out there. She recalled a time of being a principal or being a
361 superintendent, and being so angry at one of her board members because they had put
362 an editorial in the paper, and they acted as if they were not talking about her school
363 system, but that had been what it was all about. She said she thought they did need to
364 be careful. She said in the past she had talked with Elizabeth about wanting to do a
365 show on technology and the schools. She said she wanted to do it but she was a little
366 skeptical that as a board member was she going to throw out the perception that she was

367 supporting X, Y or Z. She said she believed that what David was doing was his right to
368 do, but she thought that when you served on a board you had to be really very careful
369 because it could stir up a lot of hard feelings in the community. It doesn't look good for
370 the organization, she said. Mr. Gervais said that that was what suffered in the end.
371 Mrs. Grunewald agreed. She said she didn't want to continue speaking but she had been
372 in that place and it had made their organization awful. Lori Jordan said that at the last
373 meeting they had started this very discussion but they hadn't had the opportunity to
374 elaborate on what it meant. She said as a board, they needed to be on the same page as
375 to what image they were going to have out in the community as it reflected on the
376 organization. She said she thought it was a conversation they should probably have.
377 Mrs. Grunewald agreed they needed to continue it but she thought there needed to be a
378 happy balance.

379
380 Mr. Tatro suggested they peel the shell. He said when they were talking as board
381 members they could certainly talk in generic terms. He said the reality was they were
382 just talking about one person. He pointed out he did not see any other board members
383 doing any interviews nor did he foresee the current board doing any interviews in the
384 future other than David McWilliams. So it's basically coming down to one person.
385 Mrs. Grunewald-He does it well. Mr. Tatro said that David was doing interviews long
386 before he was the president of this board. He said he didn't want to put words in
387 David's mouth but he thought his love for the TV station was evident long before he
388 was president of this board. He agreed that maybe the board could continue this
389 conversation another evening.. He asked at what point they would say, " Okay. We
390 don't want the president to do it, and what the hell, let's not have the vice president do it.
391 Do we just write the whole board off the slate, he asked.

392
393 Everybody talked at once. Mr. Russo said he didn't see why all of a sudden they had
394 to have some big policy. He said he thought Elizabeth had done the perfect thing. He
395 added that he didn't want David to feel bad either because he didn't think David had
396 done anything wrong. Mr. Tatro said the whole bottom line was that people had
397 different perceptions about perceptions. He said as an individual, he didn't let
398 perceptions hold him down and if in his heart of hearts he knew he was doing the right
399 thing - and sometimes he was right - and then it was full steam forward. At the same
400 time he told Mr. Manahan he was not disagreeing with his remarks on perception.

401
402 Mr. Manahan said this wasn't what he had showed up for. Mr. Tatro-No. But Lori is
403 right. For whatever reason, we had a very small board last month and we didn't have a
404 real discussion - and I'm glad everybody is here tonight because the subject needed to
405 be talked about. As I will call it, this "non-issue" is an issue that needs to be discussed.
406 Lori Jordan-One last thing. I wanted to say that for years we had more than one
407 platform for people to be able to speak their minds. The point is we don't really have
408 that any more. Really, this is pretty much the only platform that I can think of where
409 people can have a voice if they so choose. There are our forums we have where people
410 can call in and speak their minds. She said she thought this was an important platform
411 for the community. I think it's important that we always have the perception of
412 neutrality so people can feel free enough to call in because it takes courage to do that.

413

414 Mr Tatro-When Marty Manahan was mayor, and granted I live in the Town, but if I
415 lived in the City, and I were upset with the mayor, forget being vice president of this
416 board, if I have something to say to the mayor live on the St. Albans Today show, I
417 have the right to call up. He said he saw no difference calling from his home versus
418 sitting in the studio talking to him. Mr. Manahan said he disagreed with that. It's
419 different calling in because you're anonymous calling in. Whereas, if you're sitting
420 there - and it goes back to perception again. He said the perception for someone
421 watching that - depended on how the questions were asked -.whether you're supporting
422 this candidate or not, as opposed to calling me. And I'm not suggesting you don't have
423 the right as a board member to call in. And it's up to you as a board. It's up to where
424 you want to draw the line and how you want to have the board and the organization
425 viewed..

426

427 Mr. Manahan-Is it Mr. Russo? Mr. Russo-Yes. Mr. Manahan- Your comment about
428 you're always going to have these perceptions out there. You're absolutely right but
429 you've got to keep in mind that these are the people that are subscribing and paying the
430 bills for this. You've got to give them an incentive to stay as subscribers. I talk to a lot
431 of people that subscribe to Comcast because of Channels 15 and 16. If it wasn't for that,
432 they would be on Dish or something else. That's why I always kept track of the
433 meetings, etc. But if you don't feel that it's an organization represents the integrity that
434 you wish it would, you'd say, "Forget it. They're just like Fox News, or something
435 else." They moved on.

436

437 7. New Business

438

439 a. Capital Budget

440

441 President-The first thing on the agenda is Marty Manahan. Mr. Manahan-Well, I
442 appreciate the opportunity to come before you this evening. I was trying to watch the
443 St. Albans City Council meeting the other night and it wasn't on. So I got on your
444 website to see if there was a note on there as to why it wasn't on or what the problem
445 was.. Looking through there, I noticed some things that just concerned me so I shot an
446 email off to Mr. McWilliams as president of the board. Then I got a phone call from
447 him and was invited to the board meeting, so I guess I'll voice those concerns here. The
448 first was - and I assume Elizabeth changed this because it's now changed on the website.
449 As far as the identify of board members, it had listed Bill Walker as a board member
450 who had moved away a couple of months ago from the Town. I just wondered what the
451 bylaws referred to as far as the makeup of the board and how it was determined,
452 because there was a disparity between the residents in the Town versus other residents
453 on the board; how that is represented and how it was determined being my first
454 question.

455

456 President- Well, first of all, I take full responsibility as board president, along with the
457 board, that the website was not updated. That was an issue that's been taken care of
458 with Elizabeth. Elizabeth, you put together some notes and I'd like to have you talk

459 about that. Executive Director-David asked me to write something briefly affecting Mr.
460 Manahan's concerns. I'll read what I wrote: "I wish to apologize to the Board of
461 Directors for not keeping a list of board minutes and members current on our website.
462 I understand that this negligence reflects poorly on the organization and that this
463 oversight is not in keeping with the professionalism that I and all of you strive to
464 maintain for NW Access TV. Please note that this that error did not in any way violate
465 laws, statutes or contracts held by the organization. The necessary updates were posted
466 on our website within hours of the receipt of this complaint. The staff has begun to
467 transition website administration and oversight. The training process has been
468 implemented and the resulting staff changes will be in place by April 30, 2012. As a
469 result of these changes, the website will become a generally more informative, useful
470 and active site for the public to access. I always welcome feedback from the board
471 about our website and especially now that we are transitioning to new administration of
472 the site."
473

474 Asked who would be updating it, the Executive Director said, "Basically what we're
475 changing is that before it was seen as a technical tool instead of the communicative tool
476 that it truly is. That's why things were behind on that. So it's just a new approach by the
477 staff to keep that more up to date." Mrs. Jordan-So that would be you? Executive
478 Director-Primarily, but it's always a team effort.
479

480 Mr. Tatro-Marty, In answer to your question about board members, and we've briefly
481 talked about it. There are nine board members.. We currently have only eight. We
482 have three from the City, three from the Town, one from Highgate and one from
483 Swanton. Mr. Manahan-Is it based on subscribers? Mr. Tatro-What I said at the last
484 meeting and if the minutes were on the website correctly, you probably saw it, was we
485 just had Sheldon come on board about a year or so ago. I suggested that we hold that
486 position. Mr. Manahan- And try to get like twelve subscribers there? Mr. Tatro- I
487 would say seventeen. Seriously, Marty, we don't know because Comcast will not give
488 those numbers out. But realistically there aren't that many because it took so long to get
489 cable service up there. By that time everybody had satellite, dish or something to that
490 effect. I did want to bring up Sheldon to you, Elizabeth. Let's just advertise the
491 position on 15 and 16. Why is that a good place to advertise? Because they're a
492 subscriber and I'd rather get a subscriber in here. So if they respond to that then we're
493 pretty darn sure we're going to get a subscriber. Mr. Manahan-I just wondered how it's
494 determined. Is it based on subscribers? Executive Director-Actually, tonight when we
495 signed the bylaws, the way we determine the representation was changed. Previously
496 we had the possibility of having a board of twenty eight people - a representative from
497 every city, town, municipality, and every public school and every public sector from
498 each of those. So we had the possibility of this enormous board. The new bylaws that
499 you have with you changed that representation to be a full board of nine. So it's no
500 longer a requirement to reside or be a representative of a certain school. But it was
501 always the board's intention that they continue to want full representation from the areas
502 they serve.
503

504 Mr. Manahan-So according to the new bylaws it could be anybody? You could have
505 somebody from Burlington come up and serve on this board? Executive Director-No.
506 They have to residents of certain towns. It's kind of like what the City School did not
507 long ago. They got rid of the ward system and just went to a regular school board.
508 Mrs. Grunewald- One of the problems that we had, Marty, was that we would send
509 letters out. I served for a short period of time as Interim Executive Director here, and
510 we'd send letters to the school boards and to the Selectboard and we very seldom got
511 anyone nominating anyone to be on this board. So it was almost like everybody was
512 always scrambling to have enough board members. Mr. Manahan-Just from my own
513 position as mayor, I never recall getting any requests for nominations.
514

515 Mr. Tatro-I'm happy with the way it's looking. We'll be on recess after the May
516 meeting until August. I'm hoping by that time we'll have a Sheldon board member.
517 We've gotten Gregg from Swanton and Joey from Highgate on in the last year and a
518 half. Mrs. Jordan- And Jill Snapp. Mr. Manahan-That was another thing that I had. I
519 realized that Jill was representing the City, but I didn't see anywhere in the minutes
520 where she was nominated, or a vote was taken for her election. President-That was
521 appointed. Mr. Manahan- Okay. Is that how members are appointed- by the Executive
522 Director? The president said usually the appointment was by the president. Mr. Tatro
523 said there was a process. President- Basically, as president, I said to Jill, would you like
524 to be on the board, because she had come to a meeting. She said yes, she would. I said
525 that usually it's been past practice that a person will come to three meetings and if your
526 interest is still there, I'll ask the board to make the appointment. Mrs. Snapp noted that
527 she liked to represent the arts, and noted around the table individuals and their interests
528 that included education, Home Health, restaurant work; everyone having their
529 expertise.
530

531 Mr. Manahan- The other thing was after seeing the minutes were on there, and again, I
532 know, Mr. McWilliams is a stickler for details, but I noticed on January 3rd in the
533 minutes that he had referenced making corrections to the minutes because a decision
534 about bonuses was never made or voted on. It talked about it in the minutes but it
535 doesn't ever reflect a motion being made for bonuses, or whatever. Again, I think
536 having done this, and Marilyn, I know you're familiar with minutes. I think it's going to
537 come back and bite you if people look through those minutes, and especially something
538 like this where a conversation talks about it, and they see that. Mr. Tatro-That was done
539 in Executive Session. Mr. Manahan-Well, You may have voted on it but it's not
540 reflected in the minutes is what I'm saying. Mr. McWilliams talks about it in the
541 minutes. I can try to pull it up here. I've got it right here.
542

543 (He reads) "President McWilliams-The only thing I want to put in here is at the end of
544 one of our meetings we went into Executive Session and then we came out of Executive
545 Session. Mr. Russo-Yes, that was there but the votes weren't there. We were supposed
546 to take votes on the material under discussion for Executive Session. President-That's
547 right. So we need to have that as part of our minutes. Executive Director-Do you have a
548 summary of that? President-Basically, we went into Executive Session and discussed
549 Personnel, and then basically we came out of Executive Session." Mr. Manahan-He

550 said Rick Tatro had made a motion to go into Executive Session and Joey Russo had
551 seconded. Then Mr. Walker said something and then it talked about bonuses. But
552 again, at that point you never made a motion. Mrs. Grunewald-You can have a
553 conversation in Executive Session and then you can come out of Executive Session and
554 you can make a motion to approve what was discussed in Executive Session. Mr.
555 Manahan-Absolutely But that was never done. Mrs. Grunewald-Okay. Mr Manahan
556 assured them they didn't have to make an issue about the president's oversight. But that's
557 what I'm saying. It was never in there. So whether it was done and whether the bonuses
558 were given and voted on, or whatever, it wasn't reflected in your minutes. Mrs.
559 Grunewald- We have to be more careful.

560
561 Mr.Manahan-The only other thing I have is - and this goes back to the discussion you
562 guys had earlier with the Credit Union transferring money out of the TD Bank. Is that
563 something that you guys do? Do you shop around for rates? Executive Director-
564 Absolutely. Mrs. Grunewald-Yes. Mr. Manahan-The only thing I would think is I
565 would hope you would give preferential treatment to organizations that support you.
566 The president said him that they did do that.

567
568 Mr. Manahan-I appreciate the notes that Elizabeth made in reference to my email and
569 my comments were certainly not a reflection on her job. I think she does an awesome
570 job. Thank you for all your volunteerism on behalf of the community. He departs.

571

572 7. New Business

573

574 a. Capital Budget

575

576 President- We're going to be talking about articles for 2012, 13, 14 and 15. Executive
577 Director--This document is the one that I'm most proud of tonight because the staff
578 worked on it extensively. This was part of our discussions for quite a while to lay out
579 what equipment the staff feels that we need for the coming years. Comcast does
580 require this of us and the Vt. Public Service Board, that we will plan for where we will
581 spend these equipment dollars. If you look through, we've made a four year plan.
582 Highlighted at the top next to the number of the year, is the intention for the year. For
583 this year; we're working to increase our editing speed and the quality of what we're
584 producing; so a higher quality image.

585

586 For 2013, it's go on to field production. We started internally and now we want to talk
587 about the external, taking care of all of the recording we do out in the field. In 2014,
588 we come back inside and start to address some of the studio improvements that we
589 need to make. In 2015 we would return to the external equipment.

590

591 The Executive Director pointed out that it was separate - what they used in the studio
592 did not go out into the field, with very few exceptions. It's just a different set of
593 equipment, she said. So that's why we broke up how we would address those needs by
594 year. I don't know how detailed you want me to get. President-I think just the outline
595 that's required to be in our annual report. Basically, we need to have the board give

596 approval of this particular 4-year capital budget worksheet.. Mr. Tatro-It's amazing how
597 readable this is for something like this. Mrs. Grunewald-Yes. It's nice to see how
598 thoroughly goal-oriented this is. It's not just a shopping list. Mrs. Snapp-I have a
599 question as a set designer. Why do we have to wait two more years to get to the studio?
600 Executive Director-To take care of the set? Well, it wasn't too long ago that we spent
601 like \$5000 on those curtains. As you know, curtains are incredibly expensive. Mrs.
602 Jordan-We don't need new ones, do we? Executive Director-No. But we always visit
603 other studios and you get ideas of how things could look. Of complication of course is
604 our size. Many people have much larger studios in which they can move pieces in and
605 out. There's no room to move anything here. We use every inch of space that we have
606 so we have a lot of restrictions on what we can do as far as the set. It's not ruling out
607 what we do to change the studio between now and 2014, but for big improvements,
608 we've cut that off.

609

610 **President-So in order to put this in our report which we'll turn in in April, I need**
611 **a motion from the board. Mrs. Grunewald-I'll make a motion to accept the**
612 **Capital Plan. President-We have a motion. Is there a second. Seconded by Mr.**
613 **Tatro. President-We have a second. Is there any more discussion on the motion?**

614

615 Mr. Gervais-Can we expand another channel? Executive Director-We could. We have
616 two and we have the possibility of three. Mr. Gervais-That Government one is not used
617 at all? Executive Director-They have our channel mislabeled. I'm in the process with
618 Comcast to try to fix that. They call Channel 16 an Education channel. It's actually the
619 Government channel. I think that 17 is what you call the Government channel. Mr.
620 Gervais-Yes. Seventeen is the Government channel. Executive Director- They have it
621 reversed just in the Comcast listing. Mr. Gervais-Is 17 being used at all? Executive
622 Director-No, it's not. President-We could have if we had more money, more equipment
623 and more employees.

624

625 Mrs. Jordan- Have we totally put off the idea of.....? Mr Tatro-Yes! Definitely.
626 Executive Director-That was our mind-reading moment of the evening. Chair-It's not
627 on the agenda. Mrs. Jordan-We've got money. Executive Director-Oh, a new facility?
628 Mrs. Snapp observed that they enjoyed free space where they were. Mr. Tatro's take on
629 it was it was not even worth thinking about at this point in time and the president said
630 their relationship with BFA was all good. Executive Director-Yes. The quick answer to
631 that is we started with one channel. A lot of people have expanded the Education
632 channel but I've seen all those Education channels and most of them are importing stuff
633 from other places. They have satellites and they're downloading shows from California.
634 Well, in this day and age, any new shows that are on satellite for free are on line for
635 free. So why would we have a channel that just has that? It seemed like a poor service
636 than devoting our energies to starting a Government channel. Educational
637 programming is much harder to produce because you have to have a decent level of
638 expertise in order to produce it and it takes a lot more time. that the typical government
639 show does. Mr. Gervais-My ideas was that if you took that unused channel and maybe
640 broadcast the scheduling of the schedule of the other tow channels - just solely.
641 Executive Director-We're required though to meet some standards. Comcast won't just

642 give you a channel You have to be able to produce so many hours of programming to
643 fill to fill that channel - and the programming cannot be just the bulletin board. You'll
644 see in our Annual Report. We have to measure every single hour of programming that
645 we have to prove that we still deserve two channels. Then in order to expand to a third
646 channel, you have to meet a certain threshold, and for that new channel, you would
647 have to produce so many hours of programming. Mr. Gervais- Okay. I thought it wad
648 designated to us. President- It could be ours, but as I said it's money and manpower to
649 run it. Executive Director-And you don't get any more dollars. Going from one to two
650 channels, we had to do twice as much work for the same amount of dollars. **President-**
651 **We' re getting off the subject. Motion has been made and seconded. Is there any**
652 **more discussion on the motion? (None) All in favor of the motion say aye. (All in**
653 **favor) Those opposed say nay. (None opposed) So moved.**

654

655 **b. Access Plan**

656

657 President- The Access Plan. Executive Director -This is a little dryer, worthier piece of
658 the Annual Report. This, again, is just a requirement that we have a vision for how we
659 will uncover the needs of the community and meet the needs of the community.
660 Basically, what I used as an outline was the work that the board is doing to find those
661 needs and meet those needs; what the staff is doing for those needs and what
662 specifically the Public Relations Committee is doing to meet those needs. I won't read
663 you what I wrote but, again, it's just an outline of the work those three sectors are doing.
664 President-We will need a motion to put this into our Annual Report. **Is there a motion**
665 **on the floor that we accept this?**

666

667 **Mrs. Snapp-I make a motion that we accept the Access Plan for the Annual**
668 **Report. President-We have a motion. Is there a second? Seconded by Mrs.**
669 **Jordan. Chair-We have a second. Is there any discussion? (None) All in favor of**
670 **the motion say aye. (All in favor) Those opposed say nay. (None opposed) So**
671 **moved.**

672

673

674 **c. Choose Date for Visit by Comcast Representative.**

675

676 Executive Director-Maybe we could combine this with the next one, **d. Review Board**
677 **Schedule?** President-Yes. We can do them both together. Executive Director-I know
678 that there was some discussion, Joan. You're not available for some first Mondays of
679 the month. Is that right? Secretary-Yes. What I've been doing is leaving early when I
680 have a conflict. I guess that's only happened once in the past. Executive Director--I
681 think the last reason we chose the first Monday in the month to meet was because of
682 Bill Walker's schedule. Mr. Tatro-Yes. We used to meet on the last Monday of the
683 month but Bill Walker had a Selectboard meeting that night so we switched it.
684 President- Yes. What's the feeling of the board. Do you want to move it back to the
685 last Monday of the month, or the third Monday, or the first Monday? Lori Jordan
686 expressed misgivings about scheduling the first Monday of the month, but said she

687 would try to deal with it. President-Let's take a poll. How's the second Monday of the
688 month?

689

690 **Mr. Tatro-I like the last Monday. I make a motion that in the future, starting in**
691 **August, that we meet the last Monday of the month. President-Motion has been**
692 **made. Is there a second? Seconded by Mrs. Grunewald. Chair- We have a second**
693 **Is there any more discussion from the board? (None) Executive Director-Is that**
694 **okay with you, Joan? Secretary-Yes. President- All in favor of the motion say**
695 **aye. (All in favor.) Those opposed say nay. (None Opposed) So moved.**

696

697 **Subsequent to the motion,Mr. Gervais discovered a conflict saying the County**
698 **Democrats met on the last Monday of the month so it wouldn't work for him at all.**
699 **President-You'll have to rescind your motion, Rick.**

700

701 **Mr. Tatro-I rescind my motion to meet the last Monday of the month and make a**
702 **new motion. I move that the new meeting night will be effective the third Monday**
703 **in August. Mrs. Grunewald seconded to rescind and rescheduling on the third**
704 **Monday in August. Mr. Gervais verifies he can meet on the third Monday of the**
705 **month. President-Is it okay with the rest of the board members? (Members**
706 **respond that the third Monday is open for them) President-Hearing no**
707 **discussion, all in favor of the motion say aye. (All in favor) Those opposed say nay.**
708 **(None opposed) So moved. That's our new schedule in August.**

709

710 Executive Director-The only thing that might change - and I'll have to look at re-
711 nominating the Board of Directors, as you've just signed the bylaws. Everybody is up
712 for election so we have a full slate . We had spoken about sending out bills - the little
713 bills or ballots that Comcast sends out so people can vote - to try to encourage more
714 people to take part. So that might throw off August just a little but I'll figure that out as
715 far as that Monday. Mr. Tatro- Say there are nine of us. Three will be a one year term.
716 Are you looking for volunteers to be the one-year guy and who wants to be the two year
717 guy? Is that how it works? Executive Director-I don't think it matters too much. I
718 honestly don't think you're going to have a lot of competition.

719

720 **c. Choose Date for Visit By Comcast Representative**

721

722 Executive Director-Next month in May we're evaluating myself, but also the board in
723 general - like a self- evaluation. So that will be part of that night. I don't know if that
724 would be the best night to have the Comcast representative come because there will be a
725 lot of turnover. The other possibility is to just invite him to the annual meeting. That
726 would limit the discussion that you have one on one with him though. Mrs. Jordan-
727 Maybe it would be better though Mrs. Grunewald-It would get more people involved.
728 Executive Director-I guess I would be worried that people might have issues that people
729 don't like Comcast. We don't want him to become the focal point about why they don't
730 like cable companies. Mr. Gervais-Are you going to solicit candidates for the board?
731 Executive Director- Not candidates. We'll take nominations. We'll put things up on
732 Channel 15. Maybe we'll do a short show about how great it is to be a board member.

733 We'll close nominations at the August meeting. Those nominees will go out in the
734 Comcast bill. It's very long. I've already had to start the process in order to get us in
735 the August bill. I had to submit the request six months in advance. We'll have to
736 submit the paperwork about 6 weeks in advance. She asked if the board had decided on
737 the September meeting for the Comcast representative. Mr Tatro said that might affect
738 his effort get a bard member from the Town of Sheldon. Mrs. Snapp- I'm for the May
739 meeting for our honored guest. The board agreed. The Executive Director left open
740 the possibility that he might not be available on the evening of May 21st. She observed
741 it was important to keep that relationship because it was the organization's one and only
742 contract. In answer to a question, the Executive Director said the board training was
743 scheduled for October 15th after the directors are elected at the annual meeting.
744
745

746 e. Scholarship Application

747
748 The Executive Director passed applications around the table. She noted that once again
749 they had received only two scholarship applications and they gave out up to two
750 scholarships. She explained that the board would make the decision and if the board
751 wished more time, they could look them over at home. She said at this time she would
752 share the applicants portfolios because she had only one copy. Mr. Tatro-Two
753 scholarship and two applicants? Do the math. Executive Director-It's your choice if
754 you want to award both. You want to be sure both seem to be worthy candidates.
755 President-What do you think? Executive Director- Yes. I do think that they are.
756 President-We actually have three scholarships but Dan Marlowe gives one out. Are the
757 others from BFA? Executive Director-Alex is from MVU and Chris is from BFA. I've
758 had the pleasure of working with Chris because he's a student at the NW Tech Center's
759 Video Production class. You can watch Chris's video when it's convenient. At the
760 suggestion that she make the decision, the Executive Director declined. The President
761 acknowledged the support of the Executive Director for both applicants to be awarded
762 scholarships, with a third scholarship to be awarded by Mr. Marlowe. He looked for a
763 motion from the floor and Mrs. Grunewald said she had looked over both applications
764 now.
765

766 **Mrs. Grunewald- I will make a motion to award both of these scholarships. One**
767 **to Christopher Austin and one to Alexandria Paxman. Seconded by Mr. Russo.**
768 **President-Any other discussion on the motion? (None) All in favor of the motion**
769 **say aye. (All in favor) Those opposed say nay. (None Opposed) So moved.**
770

771 f. Quarterly Goal Review

772
773
774 Executive Director-This is just a review of where we are with our goals. We're
775 starting to get bigger, which is good because it means we're starting to accomplish them.
776 As far as new programming with targeting the 10 to 30 year old population, we're
777 continuing to do that in a number of ways. I'm working with the Youth in Transition
778 group. Chris continues to work with MVUs after school program. He'll be teaching at a

779 summer camp as well, and, again, the Interns, which is just another source of
780 programming by and for young people. Mr. Tatro-Will that translate into actual
781 programming? Executive Director-Yes, always. It's time- intensive, but we're trying to
782 make it more intensive on their time rather than our instructional time. Mrs. Jordan-
783 Quick question. So he's teaching summer camp? Executive Director-Yes. Mrs.
784 Jordan-What does that look like and are we paying for him to do that? Executive
785 Director-Yes. It will be part of his time. It's a half day camp. This year it's at SATEC
786 where both the Town and the City get together. He'll be teaching them for two weeks.
787 Mrs. Grunewald-Is that a free thing or are we charging the kids something? Executive
788 Director-We offer it for free. President-It's a good way of getting our visibility out
789 there. Executive Director- It's perfect. The summertime is so quiet anyway. It's a
790 good time to do that kind of work. President-And Chris is on salary. Mrs. Grunewald-
791 How does someone apply for the camp? Executive Director-It's through the Open
792 Doors program. It's not like we're trying to reinvent the wheel and run our own summer
793 camp. We're just part of the summer camp program. All of the framework is there for
794 us. We just need to put in the instructional time. He's a certified teacher and has a
795 Master's in education. He's very experienced. We always review what the class is doing
796 so we know what as an organization we're accomplishing with them. President-we
797 don't need a motion on this. It's just bringing us up to date. Executive Director. We
798 can look at this again in October.

799

800 **8. Approval of Minutes of 3/12/12**

801

802 **Mrs. Snapp-I make a motion to approve the minutes of 3/12/12. President-We**
803 **have a motion to approve the minutes. Is there a second? Seconded by Mrs.**
804 **Jordan. President-We have a second. Is there any discussion?** Mr. Tatro-Yes.
805 After they're approved tonight can we make sure they get on the website? President-
806 Yes. We don't have to under the 501C3. We're doing it because we want to provide it to
807 the subscribers. Mr. Tatro said it was another way for their organization to maintain
808 transparency with their subscribers on the way Public Access was being run. He said
809 the reality was that a high percentage of people, if they had the choice would probably
810 not pay their 5 percent for Public Access, as much as we love this organization - so if
811 they want to see where their money is being spent and how it's being spent, it's
812 transparent on the internet. **President- Motion has been made and seconded. All in**
813 **favor of the motion say aye. (All in favor) Those opposed?(None opposed) So**
814 **moved.**

815

816 **9. Executive Session**

817

818 **President-The last item is Executive Session - personnel/employees. I need a**
819 **motion from the floor. Mr. Gervais-I make the motion to go into Executive**
820 **Session. Seconded by**
821 **Mrs. Grunewald. President-We have a motion and a second. Is there discussion?**
822 **(None) All in favor of the motion say aye. (All in favor) All opposed say nay.**
823 **(None opposed) So moved.** They entered Executive Session at 7:45 p.m.

824

825 **Motion to come out of Executive Session was made by Gregg Gervais and**
826 **seconded by Marilyn Grunewald**
827 Mr. McWilliams stated that he and Ms. Grunewald will speak to the Executive Director
828 when a letter is drawn up to give her in meeting with her in private at her office.

829
830 **Motion to Adjourn the Meeting at 8:45pm made by Mr. Tatro. Seconded by Mr.**
831 **Russo. The president invited discussion (none) All in favor? (All in favor) Those**
832 **opposed? (None opposed)**

833 **MOTION CARRIES**

834
835
836 Respectfully submitted,
837 Joan Jordan

838
839
840 **NWPEG-TV Board of Directors**

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David McWilliams, President

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Rick Tatro, Vice President

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Marilyn Grunewald, Treasurer

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Lori Jordan, Secretary

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Jill Snapp

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Joey Russo

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Gregg Gervais

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