

1 **Northwest PEG-TV**

2
3 Board of Directors
4 February 18, 2013
5 Minutes

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7 **Present for a quorum:** Rick Tatro, David McWilliams, Elizabeth Malone, Jill Snapp, Joe
8 Halko, Virginia Holiman, Tyler Comeau, Gregg Gervais, Marilyn Grunewald
9 **Missing:** Joey Russo

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11 1. Call to Order: David McWilliams called the meeting to order at 6:00 p.m.
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13 2. Programming Report: There was no Programming Report.
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15 3. Treasurer's Report: The report was included with the Board Packet. Marilyn Grunewald
16 and Elizabeth Malone have been working with the health insurance companies to find the
17 best deals for their employees.
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19 **Gregg Gervais made the motion to accept the Treasurer's Report; Virginia Holiman**
20 **seconded the motion. The motion carried 7-0.**

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22 **Gregg Gervais made the motion to accept the Insurance Policy with MVP with a**
23 **deductible of \$2500.00 and cover the deductible for the NW Access TV Employees;**
24 **Joe Halko seconded the motion. The motion carried 7-0.**
25

- 26 4. Executive Director's Report: Elizabeth Malone explained they received their check from
27 Comcast and are in good shape so far for the year. The excess money in the account was
28 transferred to the CD. Team USA re-donated the money back to NW Access TV as they
29 appreciate everything NW Access TV does for them. NW Access TV is looking to do 3
30 weeks of summer camps while working with the Recreation Department, and one night
31 over the summer NW Access TV will be a sponsor of a movie night. The Board and Staff
32 will be having a Bowling Bananza in March. Elizabeth Malone is working with VSAC for
33 a scholarship to give away to a graduating high school student. The events nearing will be
34 the Movie Milestone which NW Access TV will play 12 classic movies at Barlow Street
35 which goes with an online class. The Staff and Board have an opportunity to attend a Lake
36 Monsters Game on July 21st. The Franklin Grand Isle Community Partnership had a
37 meeting to get people together to collaborate. In May, NW Access TV and the St. Albans
38 Messenger will be doing a Media Month to have the Non-Profit Companies spread the
39 word as to what they are doing. NMC contracted with NW Access TV to record a speech
40 for the Hospital.
41

42 **Marilyn Grunewald made the motion to accept the Executive Director's Report;**
43 **Gregg Gervais seconded the motion. The motion carried 7-0.**
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- 45 5. Old Business
46 5.1 Remote Camera Update: Elizabeth Malone explained to the board when they priced
47 out cameras with 2 different companies there was a significant price difference.
48 They went with the lower priced company, and when they went to install the device
49 they realized it was the wrong type of camera. The company sent back the camera,
50 and received the wrong camera, so it will be taking longer than expected; the correct
51 camera is now on its way.

1 5.2 Equipment Update: All of the equipment the board approved to purchase, NW
2 Access TV has bought. The 4 Dell Laptops have been bought, and are on their way.
3 Brian Simpson will be transferring all of the DVD's, to the archive system and then
4 the VHS's. NW Access TV would like to have their Modulator upgraded to fiber
5 optics, which will be a cost savings for Comcast.
6

7 5.3 Long-term Investments Update: NW Access TV has moved the money into the CD
8 which will be used in the future for the Building Fund.
9

10 6. New Business

11 6.1 Quarterly Goals Review: Elizabeth explained to the board they would like to have
12 the goals review be more specific. They would like to focus on the "Think Tank" to
13 get more non-profits involved.
14

15 6.2 Promotion Ideas: The board would like to make more brochures to hand out and put
16 around town. They would like to give to the Non-Profits they do business with, and
17 pass out pens with their name and contact information.
18

19 6.3 Chambers Mixer - March 21st 5:30: NW Access TV will be hosting a Chamber
20 Mixer at the Northwest Technical Center. The Culinary Arts Students will be
21 making the food the event keeping the school and NW Access TV tied together. All
22 board members are invited to attend the Mixer.
23

24 7. Approval of Minutes: January 21, 2012
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26 **Rick Tatro made the motion to approve the Minutes of January 21, 2012; Joe Halko**
27 **seconded the motion. The motion carried 7-0.**
28

29 8. Adjourn
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33 Respectfully submitted,
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35 Brianne King, Board Secretary
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41 **David McWilliams, President**

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41 **Tyler Comeau**

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44 **Rick Tatro, Vice President**

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44 **Gregg Gervais**

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48 **Marilyn Grunewald, Treasurer**

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48 **Joe Halko**

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Jill Snapp, Secretary

Virginia Holiman

Joey Russo