

1 **Northwest PEG-TV**

2
3 Board of Directors
4 April 22, 2013
5 Minutes

6
7 **Present for a quorum:** Rick Tatro, Joey Russo, David McWilliams (arrived at 4:41 p.m.),
8 Elizabeth Malone, Joe Halko, Marilyn Grunewald, Virginia Holiman (arrived at 4:41 p.m.),
9 Gregg Gervais (arrived at 4:41 p.m.)

10 **Missing:** Tyler Comeau, Jill Snapp

11 **Visitors:** None

- 12
13 1. Call to Order: Rick Tatro called the meeting to order at 4:31 p.m.
14
15 2. Programmers Report- Elizabeth Malone presented a short movie clip of what had been
16 happening within the last month. The clip showed the Down to Earth Community Garden,
17 which is located next to St. Albans City School, Rusty Dewees' show was featured to
18 promote reading. The movie also showed The Best Damn Sports Show in Franklin County
19 which had been on air for over 10 years.
20
21 3. Treasurer's Report- The treasurer's report was included in the board packet. Elizabeth
22 Malone explained there was an increase as the System Engineering fees were not sent to
23 NW Access TV in 2012, therefore they needed to pay 2012 and 2013.

24
25 Virginia Holiman, Gregg Gervais, and David McWilliams arrived at 4:41 p.m.

26
27 **Gregg Gervais made the motion to accept the Treasurers Report; Joe Halko**
28 **seconded the motion. The motion carried 7-0.**

- 29
30 4. Executive Director's Report- Elizabeth Malone reported NW Access TV will have a very
31 busy summer as there will be internships and summer camps where students will create
32 Public Service Announcements on a Non-Profit company, and a commercial. Elizabeth
33 Malone talked with the Swanton Recreation Committee to have a sign put up on the
34 Baseball field which would cost \$200.00. They will also have the opportunity to record the
35 baseball games and sell copies of the game to parents.

36
37 **David McWilliams made the motion to approve \$200.00 toward the sign on the**
38 **baseball field; Marilyn Grunewald seconded the motion. The motion carried 7-**
39 **0.**

- 40
41 5. Old Business-

- 42 5.1 Equipment Quotes- Elizabeth Malone showed the Board quotes from different
43 companies to purchase Goose Neck Microphones which is 8 individual microphones
44 which extend up towards the speakers mouth. Joey Russo explained he will be
45 available to get the camera above his building set up. Elizabeth Malone spoke with
46 Comcast about getting Channel 17, and Comcast will run numbers which more
47 information will be available at the May meeting. NWATV will be in charge of
48 investing the money to get Channel 17.

49
50 **Marilyn Grunewald made the motion to buy the Goose Neck Microphones in**
51 **the amount of \$3381.00; Virginia Holiman seconded the motion. The motion**

1 **carried 7-0.**

2
3 5.2 Annual Dinner Update from Joey- Joey Russo reported the annual dinner will be
4 held at the north Hero House, which Virginia Holiman has helped out in organizing.
5 The dinner is schedules for 5 p.m. on Saturday, May 18, 2013. There will be 70
6 people attending this dinner.

7
8 Joey Russo left at 5:00 p.m.

9
10 6. New Business

11 6.1 Visit to LCATV Colchester- Some Board members and employees went to see the
12 Lake Champlain TV Center. The Board got a tour of the building and saw the way
13 the studio was set up and their operations. NWATV will have quarterly meetings
14 with LCATV.

15
16 6.2 2013 Annual Report- This report was given to the Board, Elizabeth Malone
17 explained to the Board they had to fill out a 990 report and send to the IRS which is
18 filled out online. The report is done to see how much time it costs to produce a
19 program, which was calculated out to \$94.00 an hour, which went down \$0.02 from
20 2011. Elizabeth Malone explained NWATV had more complaints in the last year
21 than previous, which they believe is a good thing because it gives feedback.
22 Elizabeth Malone also talked about a notice she wanted to have stuffed into the
23 monthly Comcast bill which needs to be into Comcast 6 months before the mailing;
24 when the bill was received, no one was able to find the notice.

25
26 6.3 Quarterly Investment Review- This was to show where the investments stand and
27 the money for the Building Fund.

28
29 6.4 Scholarship Application Review- The Board reviewed the candidates and agreed on
30 the two candidates to give the Scholarships to.

31
32 **Gregg Gervais made the motion to accept both scholarships in the amount of**
33 **\$1000.00 each; Joe Halko seconded the motion. The motion carried 6-0.**

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35 7. Approval of Minutes- March 18, 2013

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37 **David McWilliams made the motion to approve the Minutes of March 18, 2013;**
38 **Virginia Holiman seconded the motion. The motion carried 6-0.**

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41 8. Adjourn

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43 **Marilyn Grunewald made the motion to adjourn at 5:30 pm; Joe Halko**
44 **seconded the motion. The motion carried 6-0.**

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46 Respectfully submitted,

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49 Brianne King, Board Secretary
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David McWilliams, President

Rick Tatro, Vice President

Marilyn Grunewald, Treasurer

Joey Russo

Gregg Gervais

Joe Halko

Virginia Holiman