

1 **Northwest PEG-TV**

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2  
3 Board of Directors  
4 October 21, 2013  
5 Minutes  
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7 **Present for a quorum:** Joey Russo, David McWilliams, Elizabeth Malone, Joe Halko, Virginia  
8 Holiman, Tyler Comeau, Jill Snapp, Marilyn Grunewald (arrived at 4:37 p.m.), Gregg Gervais  
9 (arrived at 4:53 p.m.)

10 **Missing:** Rick Tatro

11 **Visitors:** Chris Heald, Gina Clark  
12

- 13 1. Call to Order: David McWilliams called the meeting to order at 4:30 p.m.  
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15 2. Board Officer Elections- The President, Vice President, Secretary, and Treasurer positions  
16 were up for renewal.  
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18 **Joey Russo made the motion to nominate David McWilliams as President; Joe Halko**  
19 **seconded the motion. Joey Russo made the motion to elect David McWilliams as**  
20 **President; Virginia Holiman seconded the motion. The motion carried 6-0.**  
21

22 **Joey Russo made the motion to nominate Rick Tatro as Vice President; Joe Halko**  
23 **seconded the motion. Joey Russo made the motion to elect Rick Tatro as Vice**  
24 **President; Virginia Holiman seconded the motion. The motion carried 6-0.**  
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26 **Joey Russo made the motion to nominate Jill Snapp as Secretary; Virginia Holiman**  
27 **seconded the motion. Joey Russo made the motion to elect Jill Snapp as Secretary;**  
28 **Joe Halko seconded the motion. The motion carried 6-0.**  
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30 **Joey Russo made the motion to nominate Marilyn Grunewald as Treasurer; Jill**  
31 **Snapp seconded the motion. Virginia Holiman made the motion to elect Marilyn**  
32 **Grunewald as Treasurer; Joey Russo seconded the motion. The motion carried 6-0.**  
33

34 (Marilyn Grunewald arrived)  
35

- 36 3. Audit Report- Chris Heald from KBS explained to the Board the Financial Statement  
37 which there were 11 audit adjustments which were all cash entries. The accounts payable  
38 was up to date and was very strong. The depreciation needed to be done for equipment for  
39 a life of 5 to 7 years. Chris Heald explained to the Board this was the first time work with  
40 a public access. The form 990 needed to be revised as NWATV will not be filing on an  
41 accrual basis, and the form 990 is not due until the end of May each year.  
42

43 (Gregg Gervais arrived)  
44

45 **Jill Snapp made the motion to accept the 990 form; Marilyn Grunewald seconded the**  
46 **motion. The motion carried 8-0.**  
47

- 48 4. Programming Report- There was no Programming Report to show.  
49  
50 5. Treasurer's Report- Marilyn Grunewald explained to the Board the month looked normal,  
51 and the CD's which are coming up for renewal will be put into a Power Account in the

1 event of a move. The Workers Compensation Insurance will be paid at the end of the year.  
2 At the next Board meeting, David McWilliams, Elizabeth Malone, and Marilyn Grunewald  
3 will start putting together a budget. 1 Camera has been purchased, the other camera has  
4 not been paid for, but will also be coming out of this years budget.  
5 The treasurer's report was included in the board packet. Marilyn Grunewald and Elizabeth  
6 Malone have been meeting monthly.

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8 **Virginia Holiman made the motion to accept the Treasurers Report; Gregg Gervais**  
9 **seconded the motion. The motion carried 8-0.**

- 10  
11 6. Executive Director's Report- Elizabeth Malone explained to the Board the Film Festival  
12 will be taking place on Monday, October 28, 2013 at 6:30 pm at the Welden Theater in  
13 Saint Albans. The movie clips will be shown in the biggest theater which is also in HD.  
14 The movie clips will last from 5 to 15 minutes and the winners will receive trophies.

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16 **Joe Halko made the motion to accept the Executive Directors Report; Jill Snapp**  
17 **seconded the motion. The motion carried 8-0.**

18  
19 7. Old Business

20 7.1 Remote Camera Update- The camera will be installed on Wednesday, October  
21 23,2013 or Thursday, October 24, 2013. Swanton Electric will need to change the  
22 spotlight to an LED light.

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24 7.2 Annual Meeting Thoughts- Joey Russo expressed his thoughts about the meeting  
25 which went well, the participation was great, but he did not enjoy the group work;  
26 which was also the consensus of the Board.

27  
28 8. New Business

29 8.1 Health Insurance Changes- Elizabeth Malone explained to the Board 3 people will  
30 be on the Health Insurance next year, and April 1, 2104 is the renewal. When  
31 creating the budget for next year, the anticipated increase will be figured in. The  
32 Vermont Health Connect will have an 8% increase. Jill Snapp, Marilyn Grunewald,  
33 and Gregg Gervais will be the committee members.

34  
35 8.2 2014 Preliminary Budget Discussion- Elizabeth Malone explained to the Board the  
36 2014 budget will soon be put together. Marilyn Grunewald, David McWilliams and  
37 Elizabeth Malone will be on this committee. The Board will review and approve  
38 once the committee feels it is ready. With the potential new location for next year,  
39 rent and utilities will be an estimated \$40,000.

40  
41 8.3 Internet Contract Negotiations- Joey Russo explained to the Board how it would be a  
42 great idea to get onboard with the Interned to receive money from the companies  
43 like NWATV is receiving money from Cable. The internet is the future, and many  
44 people are leaving the Cable, to receive internet.

45  
46 9. Approval of Minutes- August 19, 2013

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48 **Gregg Gervais made the motion to approve the minutes of August 19, 2013; Joe**  
49 **seconded the motion. The motion carried 8-0.**

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51 10. Executive Session

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10.1 Contracts

**Joe Halko made the motion to enter Executive Session at 5:30 p.m. regarding Contracts; Tyler Comeau seconded the motion. The motion carried 8-0.**

**11. Motion to Adjourn made by Virginia Holiman at 5:54pm; Gregg Gervais seconded the motion. The motion carried 8-0**

12. Adjourn

Respectfully submitted,

Brianne King, Board Secretary

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**David McWilliams, President**

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**Tyler Comeau**

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**Rick Tatro, Vice President**

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**Gregg Gervais**

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**Marilyn Grunewald, Treasurer**

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**Joe Halko**

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**Jill Snapp, Secretary**

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**Virginia Holiman**

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**Joey Russo**