

1 **Northwest PEG-TV**

2
3 Board of Directors
4 March 17, 2014
5 Minutes
6

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

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11 1. Call to Order- David McWilliams called the meeting to order at 4:32 p.m.
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13 2. Programming Report- Kris Hoyt presented a clip on the activities which have happened
14 throughout the month. The clip began highlighting Town Meeting Day, and the results
15 from the polls. The towns were Fletcher Select Board, Highgate, and Sheldon. Abi
16 Murphy, an employee of NWATV interviewed John Young, who is a painter in Saint
17 Albans, and helped to introduce the artist to people who do not know who he is, and his
18 great talent. The clip ended with the Best Damn Bracket which is for the College
19 Basketball Teams who are currently in the semi-finals.
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21 3. Treasurer's Report- Elizabeth Malone explained to the Board the revenue from Comcast
22 has come though, and is reflected in the report. On May 17, 2014 there will be an Annual
23 Dinner at the North Hero House. The report also shows the money NWATV has and has
24 been divided for the Building Fund and the Capital NWATV has.
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26 **Joe Halko made the motion to approve the Treasurer's Report; Gregg seconded the**
27 **motion. The motion carried 7-0.**
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- 29 4. Executive Director's Report- Elizabeth Malone explained to the Board the CPG, which is
30 the right for cable providers to broadcast and utilize and have the right to allow program
31 committees to have a voice on television. On December 31, 2016 the CPG will expire at
32 which time negotiations will happen. Ms. Malone informed the Board Gina Clark, the
33 bookkeeper for NWATV found a tax credit for \$4000.00, and therefore the taxes will need
34 to be amended for 2010, 2011, and 2012. Ms. Malone will have Chris Heald from KBS
35 file the amended taxes. NWATV has created an Emergency Prepared list for the staff of
36 NWATV in case of an emergency. Ms. Malone explained to the Board the scholarship will
37 be open until April 15, and the scholarship form is on the website. On Town Meeting Day,
38 NWATV had the most hits on their website with 111 views, and it went up 5% on
39 Facebook and twitter in 1 night.
40
41 5. Old Business
42 5.1 Contract Negotiation Update- Elizabeth Malone explained to the Board they had a
43 telephone conference with Tuck at Comcast involving Negotiation. NWATV will
44 continue to pursue QVidium and operate in a facility and also connect via the
45 internet. The equipment will be in storage rooms, but this will allow to it to function
46 from other locations. The equipment will be held at 4 different locations, and
47 QVidium will run tests to make sure there are not any problems.
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49 5.2 Building Committee Update- With discussion from the Board, the Board decided
50 they would like to table this item for Executive Session.
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- 1 6. New Business
2 6.1 Defining Commercial Content-Elizabeth Malone provided a definition of what
3 advertising is and the guidelines used by the IRS. With much discussion, the Board
4 agreed to form a committee where they would decide the outline for shows. The
5 committee members will be Jill Snapp, Virginia Holiman, and Gregg Gervais.
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7 6.2 990 Review- Elizabeth Malone explained to the Board the 990 was prepared by
8 Chris Heald at Kittell, Brannagan, and Sargent. The short version of the report was
9 provided to the Board in the Board Packet. A credit was found by Gina Clark, the
10 bookkeeper for NWATV which NWATV can now amend the taxes back to 2010,
11 2011 and 2012.

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13 **Jill Snapp approved the 990 review, Virginia Holiman seconded the motion. The**
14 **motion carried 7-0.**

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16 7. Approval of Minutes- 02/17/14- The minutes of February 17, 2014 were included in the
17 Board packet for their review.

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19 David McWilliams asked to amend the minutes on page 1, line 8 to remove David
20 McWilliams name from Present for Quorum list.

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22 **Gregg Gervais made the motion to approve the minutes of February 17, 2014 as**
23 **amended; Jill Snapp seconded the motion. The motion carried 7-0.**

- 24
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26 8. Executive Session –Contracts

27 **Joe Halko made the motion to exit Executive Session, Gregg Gervais seconded the**
28 **motion. The motion carried 6-0 (Jill Snapp exited during executive Session.)**

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30 **Gregg Gervais made the motion to make a purchase and sale agreement for the**
31 **Franklin Park West property with the assistance of legal counsel, to include**
32 **contingencies for water and sewer capabilities, Comcast cable capability and a ninety**
33 **day sunset period. Joe Halko seconded the motion. Motion passes 6-0**

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36 **Rick Tatro made the motion to adjourn. Virginia seconded the motion. Motion passes**
37 **6-0.**

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39 **Adjourned at 6:33**

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45 Respectfully submitted,

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48 Brianne King, Board Secretary
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David McWilliams, President

Rick Tatro, Vice President

Marilyn Grunewald, Treasurer

Jill Snapp, Secretary

Joey Russo

Tyler Comeau

Gregg Gervais

Joe Halko

Virginia Holiman