

1 **Northwest PEG-TV**

2
3 Board of Directors
4 April 21, 2014
5 Minutes

6
7 **Present for a quorum:** David McWilliams, Joey Russo (via Skype, left at 5:25 p.m.), Joe Halko,
8 Gregg Gervais (arrived at 4:59 p.m.), Rick Tatro, Jill Snapp, Tyler Comeau (arrived at 4:40 p.m.),
9 Marilyn Grunewald (left at 4:58 p.m.)

10 **Missing:** Virginia Holiman

11 **Administrators:** Elizabeth Malone

12 **Visitors:** Kevin Christopher

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14 1. Call to Order- David McWilliams called the meeting to order at 4:31 p.m.
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16 2. LCATV Program Sharing Request- Kevin Christopher from the Lake Champlain Access
17 TV explained to the Board their interest in sharing programming for Bellows Free
18 Academy St. Albans. LCATV currently is serving Georgia, VT and many students from
19 Georgia attend BFA. NWATV Board explained they would share programming, but
20 would also like to share costs to produce the programming. Mr. Christopher explained to
21 the Board he would bring this information back to LCATV Board for further discussion.
22
23 3. Treasurer's Report- Elizabeth Malone explained to the Board the Balance Sheet had a
24 breakdown of the funds from each bank account that is allocated to the Building Fund.
25 The 990 preparation was more money than expected, but needed to be done as this is a
26 yearly filing.
27

28 **Joe Halko made the motion to approve the Treasurer's Report; Jill Snapp seconded**
29 **the motion. The motion carried 7-0.**

- 30
31 4. Executive Director's Report- Elizabeth Malone explained to the Board they are waiting for
32 the Health Insurance Tax Credit check to come in. The Public Annual Report has been
33 finished, and will go out to the public at the Annual Dinner which is on Saturday, May 17.
34 NWATV will get a new server which will have many more capabilities.
35
36 5. Old Business
37 5.1 Contract Negotiation Update- Joe Halko explained everything the Board felt was
38 important that did not get included in with negotiations was put into a side letter, so
39 it would not be forgotten for the future. In December of 2016 there is a potential for
40 some of the items in the side letter to be incorporated. The final meeting will be on
41 April 29, 2014. This is a term of 5 years, instead of 3 years, and will be finalized on
42 April 29th. Elizabeth Malone explained Enosburg could be hooked up through Q
43 Videum with the expansion of the server, but would need to hire a person part time.
44
45 5.2 Building Committee Update- The Building Committee will be meeting on Thursday,
46 April 24, 2014 at 6:00 p.m. There will be time for questions and answers, Louis
47 Charbonneau who has had 44 years of experience has a background with the rules
48 and regulations. The Committee explained this is a simple project, and will not need
49 engineers. NWATV is getting bids from contractors and will have a consultant look
50 the bids over.
51

1 **Joey Russo made the motion to hire an attorney for the purchase and advisement of**
2 **the land sale; Gregg Gervais seconded the motion. The motion carried unanimously.**
3

4 6. New Business

5 6.1 Longterm Investments Review- Elizabeth Malone explained NWATV deposited the
6 2013 budget surplus at Vermont Federal Credit Union, and at the last meeting was
7 approved to purchase the property. The funds for the property will come out of this
8 account.
9

10 6.2 Annual Report- Capital Plan Review- This was broken out into categories for
11 facilities, and equipment.
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13 **Joey Russo made the motion to send the Annual Report forward, Joe Halko seconded**
14 **the motion. The motion carried unanimously.**
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- 16 a. Server Quotes Review- The new server will have the capability to run multiple
17 channels, and can handle having a 3rd channel. The staff has recommended the
18 Tight Rope Server which is the least expensive server.
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20 **Rick Tatro made the motion to purchase the Tight Rope Server; Jill Snapp seconded**
21 **the motion. The motion carried 7-0.**
22

23 6.3 Scholarship Applications Review- There was 3 students who applied for the two
24 scholarships. With the Board's review, 1 student was selected, and will receive
25 \$1000.00. The other scholarship will be given out as prizes at the Film Festival in
26 October.
27

28 **Tyler Comeau made the motion to grant the scholarship to Lucas Ouilette for**
29 **\$1000.00, and for the other \$1000.00 to be given as prizes for the Film Festival; Jill**
30 **Snapp seconded the motion. The motion carried 6-0.**
31

32 6.4 Quality of Channel 15- The Board discussed the lack of quality of Channel 15.
33 Elizabeth Malone explained to the Board that it is Comcast's Equipment and the tech who
34 typically makes the repairs broke his shoulder, which leaves one tech for the entire state.
35 The other channels run on different equipment.
36

- 37 7. Approval of Minutes- The minutes of March 17, 2014 were included in the Board packet
38 for their review.
39

40 **Jill Snapp made the motion to approve the minutes as submitted, Tyler Comeau**
41 **seconded the motion. The motion carried 6-0.**
42

- 43 8. Executive Session- Contracts (if necessary)- The Board did not need to go into Executive
44 Session.
45

46 **Joe Halko made the motion to adjourn at 5:37 p.m.; Gregg Gervais seconded the**
47 **motion. The motion carried 6-0.**
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- 49 9. Adjourn
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51 Respectfully submitted,

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Brianne King, Board Secretary

David McWilliams, President

Rick Tatro, Vice President

Marilyn Grunewald, Treasurer

Jill Snapp, Secretary

Joey Russo

Tyler Comeau

Gregg Gervais

Joe Halko

Virginia Holiman