

1 **Northwest PEG-TV**

2  
3 Northwest PEG-TV Board of Directors Meeting  
4 August 17, 2015  
5 Minutes

6  
7 **Present for a quorum:** David McWilliams, Rick Tatro, Virginia Holiman, Gregg Gervais, Joe  
8 Halko, Michel Consejo, Jill Snapp (arrived at 1:05 p.m.), Marilyn Grunewald (arrived at 1:13  
9 p.m.)

10 **Unable to Attend:**

11 **Administrators:** Elizabeth Malone

12 **Visitors:** None

13  
14 1. Call to Order- David McWilliams called the meeting to order at 1:01 p.m. at the Champlain  
15 Country Club.

16  
17 2. Treasurer's Report- The Treasurer's Report was attached to the Board's packet for review.  
18 Elizabeth Malone reviewed some of the purchases made within the last two months while  
19 the Board was on break.

20  
21 **Rick Tatro made the motion to accept the Treasurers Report as submitted; Virginia**  
22 **Holiman seconded the motion. The motion carried 8-0-0.**

23  
24 **Gregg Gervais made the motion to approve the payment of VAN Legal Fund donation and**  
25 **membership in the total amount of \$3,498.09; Jill Snapp seconded the motion. The motion**  
26 **carried 8-0-0.**

27  
28 **Joe Halko made the motion to accept the checks written in the months of June, July and**  
29 **August; Virginia Holiman seconded the motion. The motion carried 8-0-0.**

30  
31 3. Executive Director's Report- Elizabeth Malone explained the Highgate Arena is currently  
32 undergoing renovations and removing the area where NWATV recorded the hockey  
33 games. The Highgate Arena would like to build a platform over the walk in area which is  
34 close to center ice which would also have a sign designating the platform to NWATV.  
35 This cost would be no more than \$5,000.00. Elizabeth Malone informed the Board there  
36 will be a tax credit from the Health Insurance which will be over \$4,700.00. Elizabeth  
37 Malone would like to hire Renee Laroche, an independent contractor to take over the  
38 Northwest Nightmares. This money would come from the extra scholarship funding and  
39 money that was left in the system engineering funds.

40  
41 **Gregg Gervais made the motion for Elizabeth Malone and Rick Tatro to negotiate a**  
42 **proposal with the Highgate Arena and to write a check up to \$5,000.00; Marilyn Grunewald**  
43 **seconded the motion. The motion carried 8-0-0.**

44  
45 **Jill Snapp made the motion to hire Renee Laroche as an independent contractor to run the**  
46 **Northwest Nightmares in the amount of \$1,000.00; Virginia Holiman seconded the motion.**  
47 **The motion carried 8-0-0.**

48  
49 4. Old Business

50 a. Wage Study Committee- The Wage Study from VAN's was attached to the

1 Board's packet.

2  
3 **Gregg Gervais made the motion to enter Executive Session at 1:24 p.m. to discuss the raises**  
4 **given to employees; Joe Halko seconded the motion. The motion carried 8-0-0.**

5  
6 **The Board returned at 1:39 p.m. with no action taken.**

7  
8 **Virginia Holiman made the motion to approve wage adjustments for full-time staff as**  
9 **recommended by Wage/Benefit Study Committee; Joe Halko seconded the motion. The**  
10 **motion carried 8-0-0.**

- 11  
12 b. Building Committee Update- Rick Tatro explained the committee looked at a few  
13 different properties in Franklin County and have found none to meet NWATV's  
14 criteria. The Board discussed potential lots to build on and will look into other  
15 lots that were presented at the meeting. There is currently over \$580,000 in the  
16 building fund and estimates about \$550,000 to build a new building with the price  
17 of the lot included.

18  
19 5. New Business

20  
21 NWATV purchased a vMix portable switcher which is a digital switcher for HD and  
22 HDMI this is an upgrade, a back-up, and the previous machine was not working well.  
23 This device was \$8,200.00 and is working very well and the staff at NWATV are happy to  
24 have this new machine.

25  
26 **Gregg Gervais made the motion to approve the purchase of the vMix portable**  
27 **switcher from Access A/V for \$8,200.00; Rick Tatro seconded the motion. The**  
28 **motion carried 8-0-0.**

- 29  
30 a. Enosburg Committee- All is going well, Cold Hollow will store the equipment and  
31 has a space for a small studio which they will add to their curriculum. The people  
32 from Richford and Enosburg have expressed they have missed these channels and  
33 are excited to have them back. This is the 5<sup>th</sup> time attempting to start up Access  
34 TV in Enosburg, but this time NWATV will be the backbone and support to keep  
35 their Access TV running.

36  
37 6. Approval of Minutes 05/18/2015- The minutes of May 18, 2015 were attached.

38  
39 **Jill Snapp made the motion to approve the minutes of May 18, 2015 as submitted;**  
40 **Gregg Gervais seconded the motion. The motion carried 8-0-0.**

41  
42 7. Break for Refreshments

43  
44 **Michel Consejo made the motion to take a break for refreshments at 1:59 p.m.; Virginia**  
45 **Holiman seconded the motion. The motion carried 8-0-0.**

46  
47 8. Planning Meeting with Full-time Staff, facilitated by Molly Lambert

48 9. Adjourn

49

1  
2  
3  
4  
5  
6  
7  
8  
9  
10  
11  
12  
13  
14  
15  
16  
17  
18  
19  
20  
21  
22  
23

Respectfully submitted,

Brianne King, Board Recorder

---

**David McWilliams, President**

---

**Rick Tatro, Vice President**

---

**Marilyn Grunewald, Treasurer**

---

**Jill Snapp, Secretary**

---

**Michel Consejo**

---

**Gregg Gervais**

---

**Joe Halko**

---

**Virginia Holiman**