

1 **Northwest PEG-TV**

2
3 Northwest PEG-TV Board of Directors Meeting

4 December 21, 2015

5 Minutes

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7 **Present for a quorum:** David McWilliams, Joe Halko, Virginia Holiman, Tim Stetson
8 (left at 5:48 p.m.), Michel Consejo, Gregg Gervais (arrived at 4:44 p.m.), Jill Snapp

9 **Unable to Attend:** Rick Tatro, Marilyn Grunewald

10 **Administrators:** Elizabeth Malone

11 **Visitors:** None

- 12
13 1. Call to Order- David McWilliams called the meeting to order at 4:30 p.m. at the
14 Bellows Free Academy Library.
15
16 2. Programming Report- Paul Snyder's Holiday rhyming video highlighted new shows
17 including basketball, and a basic cooking class.
18
19 3. Treasurer's Report- The Treasurer's Report was attached to the Board's packet for
20 review. Elizabeth Malone explained NWATV will have a strong surplus of funds
21 by the end of the year, and the final report will be given to the Board at the
22 February meeting. Elizabeth Malone explained the studio held off on large
23 purchases which were included in the 5-year capital plan, but would like to make
24 another purchase. Elizabeth Malone would like to purchase 8 gooseneck
25 microphones from Access AV in the amount of \$3,673.00.
26

27 **Virginia Holiman made the motion to purchase the Gooseneck microphones and**
28 **accessories from Access AV in the amount of \$3,673.00; Tim Stetson seconded the**
29 **motion. The motion carried 6-0-0.**

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31 **Joe Halko made the motion to accept the Treasurers Report as submitted; Tim**
32 **Stetson seconded the motion. The motion carried 6-0-0.**

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34 **Joe Halko made the motion to accept the checks written throughout the month;**
35 **Virginia Holiman seconded the motion. The motion carried 6-0-0.**

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37 Gregg Gervais arrived.

- 38
39 4. Executive Director's Report- Elizabeth Malone presented a one-page profit and
40 loss for Northwest Nightmares. There was not a profit to be made, but the theater
41 was almost full, and they do not want to have a higher entry fee amount. Elizabeth
42 Malone believes this program is great for exposure for NWATV and helps to raise
43 awareness of the station. Next year NWATV will try to gain more sponsors.
44 Elizabeth Malone explained one of the hard drives crashed, but luckily Ian was
45 able to recover the data. Elizabeth Malone will be purchasing back-up program
46 which will cost around \$20.00/month. The Santa Clause show was a great success;

1 the phones rang off the hook for almost two hours.

2
3 5. Old Business

- 4 a. Building Committee Update- This item was moved to 8.a Executive
5 Session.
6
7 b. Enosburg Expansion- Joe Halko, Michel Consejo and Elizabeth Malone
8 had a telephone meeting with Dan Laville and Melissa Pierce to talk about
9 the Enosburg Expansion. It is Comcast's duty to inform their customers
10 about a rate change in their new bill. Dan Laville and Melissa Pierce
11 agreed to NWATV's proposal and are in agreeance for the remote hook-
12 ups. The discussion was very positive and hope to get all of the technical
13 done in the first quarter of 2016, to have a launch date of June 30, 2016.
14

15 6. New Business

- 16 a. Bylaws Update- This was included in the Boards packet for review, and
17 possible adoption next month. These are the bylaws that were brought to
18 the Board in May of 2015 but were not adopted. It was advised to review
19 for next month and write down questions to be asked next month.
20
21 b. Winter Board Dinner Update- Virginia Holiman contacted the Inn in
22 Montgomery and the Crossing in Enosburg. The Inn will be charging
23 \$35.00 per plate with \$10.00 for hors d'oeuvres. The Crossing will charge
24 between \$12.00 and \$25.00 per plate. Both will offer separate rooms for
25 the party. The Board would like to have the gathering earlier in the day.
26 The Board asked Virginia Holiman to ask the Inn if they would charge
27 \$40.00 per person, and if not, then to hold the gathering at the Crossing in
28 Richford. Elizabeth Malone will let the Board know the date, time and the
29 place as soon as it is booked.
30
31 c. New Meeting time for 2016- It was asked to change all of the meeting
32 times in 2016 to 4:00 p.m.
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34 **Tim Stetson made the motion to change all of the meeting times in 2016 to 4:00 p.m.;**
35 **Jill Snapp seconded the motion. The motion carried 7-0-0.**

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37 7. Approval of Minutes 11/16/15- The minutes of November 16, 2015 were attached.
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39 **Jill Snapp made the motion to approve the minutes of November 16, 2015 as**
40 **submitted; Gregg Gervais seconded the motion. The motion carried 7-0-0.**

41
42 8. Executive Session

- 43 a. Building Committee Update
44

45 **Michel Consejo made the motion to enter Executive Session at 5:25 p.m. to discuss**
46 **Legal and Contracts regarding the Building Committee; Gregg Gervais seconded the**

1 **motion. The motion carried 7-0-0.**

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3 **The board exited Executive Session at 5:50 p.m.**

4
5 **Gregg Gervais made a motion to approve the resolution as drafted by the office of**
6 **Tim Hurlbut to enable Rick Tatro and/or David McWilliams to purchase Lot #16 at**
7 **Franklin Park West; Joe Halko seconded the motion.**

8 **Michel Consejo offered a friendly amendment that “/or” be removed. Gregg Gervais**
9 **and Joe Halko accepted the amendment. The motion passed 7-0-0.**

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11 9. David McWilliams adjourned the meeting at 6:02pm.

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14 Respectfully submitted,

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17 Brianne King, Board Recorder

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22 **David McWilliams, President**

Michel Consejo

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26 **Rick Tatro, Vice President**

Gregg Gervais

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30 **Marilyn Grunewald, Treasurer**

Joe Halko

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34 **Jill Snapp, Secretary**

Virginia Holiman

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38 **Tim Stetson**