

1 **Northwest PEG-TV**

2
3 Northwest PEG-TV Board of Directors Meeting
4 February 8, 2016
5 Minutes

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7 **Present for a quorum:** David McWilliams, Marilyn Grunewald, Virginia Holiman, Tim
8 Stetson, Michel Consejo, Gregg Gervais (arrived at 4:11 p.m.)

9 **Unable to Attend:** Rick Tatro, Jill Snapp, Joe Halko

10 **Administrators:** Elizabeth Malone

11 **Visitors:** None

- 12
13 1. Call to Order- David McWilliams called the meeting to order at 4:01 p.m. at the
14 Bellows Free Academy Library.
15
16 2. Programming Report- Paul Snyder's report highlighted Foster Grandparents, Keep
17 Franklin County Court Open, Future of Hunting, Political Bull, BFA Dance,
18 Swanton School Concert, Winter sports, including BFA vs. MVU Boys Basketball,
19 and Boys Hockey. The sponsorships for each game were Northwestern
20 Orthopedics, Fiddlehead Dental, and RiseVT.
21
22 3. Treasurer's Report- The Treasurer's Report will be sent to the Board soon. The last
23 quarterly check of 2015 from Comcast was received.
24

25 Gregg Gervais arrived.

- 26
27 4. Executive Director's Report- Elizabeth Malone reported the Richford and
28 Enosburg High Schools are continuing to record the basketball games, and may
29 record the playoff games depending on the location. A past NWATV employee,
30 Kris Hoyt is a tech teacher at Richford High School, and is able to help record.
31 Vermont Access Network (VAN) submitted a 1,800 page pre-file testimony to the
32 Public Service Board as part of the Comcast Certificate of Public Good renewal
33 process. Camera equipment is available for anyone in the area to use. Elizabeth
34 Malone will check to make sure this information is on NWATV's bulletin board
35 and website. The annual dinner will be the 3rd Sunday in May.
36

37 5. Old Business

- 38 a. Building Committee Update- NWATV has collected RFP's from various
39 engineers. NWATV's attorney sent Patrick Malone the purchase and sales
40 agreement. NWATV may get a sign to put on the building site until the
41 building project begins.
42

- 43 b. Winter Board Dinner Review- Everyone enjoyed themselves, the food was
44 great.
45

46 6. New Business

- 1 a. Capital Plan- The Capital plan is a piece of the annual report to the State of
2 Vermont and Comcast. In the 5-year plan, NWATV will want to purchase
3 more equipment, new cameras, a studio set, a server, the new building.
4 The studio set from UNISSET Co has 7 interchangeable table tops to suit
5 different shows. This studio set costs \$9,426.50. The board also reviewed a
6 set desk quote from Gelbach Designs for \$13,449.70.
7

8 **Tim Stetson made the motion to purchase the Studio set from Uniset Company in the**
9 **amount of \$9,426.50; Marilyn Grunewald seconded the motion. The motion carried**
10 **6-0-0.**

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12 **Gregg Gervais made the motion to approve the 5-year plan; Michel Consejo**
13 **seconded the motion.**

14
15 The 5-year plan was edited to reflect the following:
16 Total for year 2016: \$179,500
17 Total for year 2017: \$756,000
18 Correction of Property cost from \$80,000 to \$65,000
19

20 **Gregg Gervais made the motion to retract his previous motion; Michel Consejo**
21 **seconded the retraction.**

22
23 **Gregg Gervais made the motion to approve the 5-year Capital plan with corrections**
24 **to the price of the property, and 2106 and 2017 total costs; Michel Consejo seconded**
25 **the motion. The motion carried 6-0-0.**

- 26
27 7. Approval of Minutes 01/18/16- The minutes of January 18, 2106 were attached.
28

29 **Marilyn Grunewald made the motion to approve the minutes of January 18, 2106 as**
30 **submitted; Tim Stetson seconded the motion. The motion carried 6-0-0.**

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32 8. Executive Session- None.
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- 34 9. Adjourn
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36 Gregg Gervais made the motion to adjourn at 4:57 p.m.; Tim Stetson seconded the motion.
37 The motion carried 6-0-0.
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40 Respectfully submitted,
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43 Brianne King, Board Recorder
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David McWilliams, President

Rick Tatro, Vice President

Marilyn Grunewald, Treasurer

Jill Snapp, Secretary

Tim Stetson

Michel Consejo

Gregg Gervais

Joe Halko

Virginia Holiman