

1 **Northwest PEG-TV**

2
3 Northwest PEG-TV Board of Directors Meeting
4 August 15, 2016
5 Minutes

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7 **Present for a quorum:** David McWilliams, Rick Tatro, Tim Stetson, Michel Consejo, Joe
8 Halko, Virginia Holiman Gregg Gervais (arrived at 4:06 p.m.), Jill Snapp (arrived at
9 4:18), Marilyn Grunewald (arrived at 5:15pm)

10 **Unable to Attend:**

11 **Administrators:** Elizabeth Malone, Paul Snyder

12 **Visitors:** David Roy, Tim Duff, Alison Stoltz

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14 1. Call to Order- David McWilliams called the meeting to order at 4:01 p.m. at the
15 Bellows Free Academy Library.
16
17 2. New Business
18 a. Building Design- David Roy from Wiemann Lamphere presented a proposed
19 building design for NWATV's new building. The building will be a 3200 square
20 foot building. Wiemann & Lamphere will hire the structural, mechanical, civil,
21 and electrical engineers. Mr. Roy gave all cost estimates and would like the
22 building to go out to bid in the Fall/Winter of 2016, to begin building in 2017.
23 The studio will be a contemporary barn structure and will have attic space for
24 added storage. The projected construction cost is \$842,000 and with fixtures,
25 furniture, equipment, and permits the total cost should be around \$1,136,120.00.
26
27 b. Ann Levy- Mrs. Levy expressed her concern for NWATV to purchase a
28 building as she was afraid that if NWATV goes out of business, the building
29 will need to be sold. Mrs. Levy is a former Comcast customer who has
30 switched providers, and believes that many more people will switch from
31 Comcast in the coming years. Rick Tatro explained that NWATV had searched
32 in the past for a building and none of the buildings would suit NWATV's needs.
33
34 3. Programming Report- Paul Snyder's report focused on MVU Football, and
35 following the team over 4 mini shows. The first show was named "Roll Like
36 Thunder" which introduced the coach, Coach Bushey to the community, and a
37 glimpse of the conditioning the football players were doing at the voluntary practice
38 which is before the preseason. Paul Snyder would like to get MVU football to get
39 more community involvement and support from the community.
40
41 4. Treasurer's Report- The Treasurer's Report was attached to the Board's packets.
42

43 **Tim Stetson made the motion to accept the Treasurer's report as presented; Joe**
44 **Halko seconded the motion. The motion carried 9-0-0.**

45
46 **Michel Consejo made the motion to accept the checks written in the months of May**

1 **and June of 2016; Gregg Gervais seconded the motion. The motion carried 9-0-0.**

2
3 5. Executive Director's Report- Elizabeth Malone was happy to announce that the air
4 conditioning was finally working again. It has not been working properly for a
5 while. The control room was reaching temperatures over 80 degrees, so shows
6 needed to be rescheduled or the times of the shows needed to be cut. The Primary
7 Day voting was a great practice run for Election Day. The St. Albans Messenger
8 had 3 reporters that worked with NWATV to produce the show. Elizabeth Malone
9 explained NWATV left Paydata (the payroll company) and went to MG
10 Associates, this was a good switch with less costs to produce paychecks and the
11 questions around the issues with security of information is not being questioned
12 with the new company. The Comcast payment was received which was \$88,000.
13 Elizabeth Malone does not have any information about the North Country, the
14 cables are in, just not connected. The live lines from Cold Hollow are in the
15 computer lab which Comcast installed over the summer. The October meeting is
16 the Annual Meeting which will be combined as the Annual Meeting and Monthly
17 Meeting, and will be held at BFA. The Northwest Nightmares will be hosted again
18 this year at the Welden Theater.

19
20 6. New Business

21 a. Camera Quotes- Elizabeth Malone explained they would like to get 2 new
22 cameras for the St. Albans location, and will then give North Country (once
23 it's up and running) the older cameras as there are not enough cameras
24 currently for both locations. The Board was given quotes by B&H Photo-
25 \$4689, Access AV- \$4457, and PowerShot- \$4490. Elizabeth Malone
26 recommended to go with Access AV, they are a more local company and
27 their price is the lowest.

28
29 **Tim Stetson made the motion to purchase two cameras, and tripods from Access AV;**
30 **Marilyn Grunewald seconded the motion. The motion carried 9-0-0.**

31
32 b. Committee Sign Up- A sign-up sheet was passed to the Board Members to
33 sign up for committee work.

34
35 7. Approval of Minutes 05/16/16 and 06/06/16- The minutes of May 16, 2016 and
36 June 6, 2016 were attached.

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38 **Rick Tatro made the motion to approve the minutes of May 16, 2106 and June 6,**
39 **2016 as submitted; Tim Stetson seconded the motion. The motion carried 9-0-0.**

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41 8. Executive Session- Personnel and Contracts

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43 **Gregg Gervais made the motion to enter Executive Session at 5:55 p.m. regarding**
44 **Personnel and Contracts; Joe Halko seconded the motion. The motion carried 9-0-0.**

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46 **The Board Exited Executive Session at 6:29 p.m.**

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2 **Gregg Gervias made the motion to approve the building design as proposed by**
3 **Wiemann Lamphere and the building committee. Michel Consejo asked to amend**
4 **the motion to include the estimated budget of \$1,136,120.00; Gregg Gervais accepted**
5 **the amendment. Michel Consejo seconded the motion, the motion carried by roll**
6 **call: Virginia Holiman-Yes, Gregg Gervais-Yes, Tim Stetson-Yes, David**
7 **McWilliams-No, Jill Snapp-Yes, Joe Halko-Yes, Michel Consejo-Yes, Rick Tatro-**
8 **Yes, Marilyn Grunewald-Yes. The motion passes 8-1-0.**
9

10 9. Adjourn

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12 **Tim Stetson made the motion to adjourn at 6:35 p.m.; Gregg Gervais seconded the**
13 **motion. The motion carried 9-0-0.**
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16 Respectfully submitted,

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19 Brianne King, Board Recorder
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24 **David McWilliams, President**

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28 **Rick Tatro, Vice President**

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32 **Marilyn Grunewald, Treasurer**

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36 **Jill Snapp, Secretary**

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40 **Tim Stetson**
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