

1 **Northwest PEG-TV**

2
3 Northwest PEG-TV Board of Directors Meeting
4 August 21, 2017
5 Minutes
6

7 **Present for a quorum:** David McWilliams, Rick Tatro, Tim Stetson, Michel Consejo,
8 Marilyn Grunewald, Gregg Gervais

9 **Unable to Attend:** Joe Halko, Virginia Holiman

10 **Administrators:** Elizabeth Malone

11 **Visitors:** none
12

- 13 1. Call to Order- David McWilliams called the meeting to order at 6:05 p.m. at the
14 Bellows Free Academy Library.
15
- 16 2. New Business
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 - 18 a. Fundraising- Jeff Moreau was unable to attend, but will be at the next Board
19 meeting on Monday, September 18, 2017.
20
 - 21 b. Annual Meeting Plans- The Annual Meeting will be held on Monday,
22 October 2, 2017. The place and time is TBD pending price of venue and
23 availability, the Board is considering The Room at 14th Star, the VFW, and
24 the Country Club. This meeting would replace the annual dinner that was
25 held in May in previous years. Elizabeth Malone asked the members who
26 are up for election, if they would like to rerun. Tim Stetson would like to
27 rerun, Gregg Gervais would like to step down, and there is one more open
28 spot. The Board would like to see more people from the new area, North
29 Country. The Board will begin talking with contacts they believe may be
30 interested. The new board officers would need to be Comcast Subscribers,
31 and would be elected after the first meeting following the Annual Meeting.
32
 - 33 c. 990 Form- Attached was the signed 990 Form for the Board, as this was
34 approved at the June 16, 2017 meeting.
35
- 36 3. Treasurer's Report- The report was attached to the Board's packet. \$99,000 has
37 already been spent on the building project so far to date. All of the building fund
38 accounts were closed and moved to Peoples Trust Company. The Board asked to
39 have a separate column on the Balance Sheet for the expenses and revenues for the
40 North Country. The Board would like to track expenditures for the next two to
41 three years. Marilyn Grunewald and Elizabeth Malone will work together and
42 report back next month.
43

44 **Tim Stetson made the motion to accept the Treasurer's report as presented; Michel**
45 **Consejo seconded the motion. The motion carried 6-0-0.**
46

1 **Michel Consejo made the motion to accept the checks written in the month of June**
2 **and July of 2017; Tim Stetson seconded the motion. The motion carried 6-0-0.**
3

4 4. Executive Director's Report- The programming report is on hold until Paul Snyder
5 returns from Paternity Leave. Elizabeth Malone explained they received the
6 Comcast payment in the amount of \$98,486.10, which is the highest payment they
7 have ever received. NWATV hosted a Tech Sale and sold \$350.00 worth of
8 equipment that would have otherwise gone to Northwest Solid Waste District.
9 Due to the change in time to the monthly Board meeting, the committees can meet
10 before, but the committees decided they would not like to meet after. Those
11 committees will meet at 5:00 p.m. and will rotate every third month. The VAN
12 dues were increased to \$2500.00 this year, as there are a lot of legal expenses. All
13 of the building fund accounts were combined and the money was put into escrow
14 which will be drawn down until they need to use loan proceeds. The Northwest
15 Nightmares Film Fest will be held at the Welden Theater on October 30, 2017.
16

17 **5. Old Business**

- 18 a. Building Committee Update- Rick Tatro explained the frustration of the
19 appraised value with Patrick Malone, who then explained this is very
20 typical of a specialized building. The building date to break ground is
21 scheduled for October 1, 2017, which is 40 days away. In March, NWATV
22 will put out a vote to become tax exempt for property taxes. The Board
23 may need to have special meetings for any major expenditures or for the
24 start date of the project if it is prolonged.
25
- 26 b. Development Committee Update- There was nothing to report.
27
- 28 c. Personnel Policy Committee Update- Attached was a Personnel Policy for
29 the Board to take home and review to adopt at the next Board meeting.
30 The policy is a new layout, which mimics, with modifications, the CCTV's
31 policies. Some changes to point out are Section 3.17 Safe Driving and the
32 section that speaks to full time employees needing to go into the office
33 when a channel goes down.
34
- 35 d. Public Relations Committee Update- There was nothing to report.
36
- 37 6. Approval of Minutes 06/16/17 and 07/17/17- The minutes of June 16, 2017 and
38 July 17, 2017 were attached.
39

40 **Rick Tatro made the motion to approve the minutes of June 16, 2017 as submitted;**
41 **Gregg Gervais seconded the motion. The motion carried 6-0-0.**
42

43 **Marilyn Grunewald made the motion to approve the minutes of July 17, 2017 as**
44 **submitted; Tim Stetson seconded the motion. The motion carried 5-0-1. Gregg**
45 **Gervais abstained.**
46

1 The Board asked about the Highgate Arena sign, and would like someone to go up and
2 look to see where the sign was placed.

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4 7. Adjourn

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6 The Board adjourned at 7:05 p.m.

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8 Respectfully submitted,

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11 Brianne King, Board Recorder

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15 _____
16 **David McWilliams, President**

Michel Consejo

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20 **Rick Tatro, Vice President**

Gregg Gervais

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24 **Marilyn Grunewald, Treasurer**

Joe Halko

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27 _____
28 **Virginia Holiman, Secretary**

Tim Stetson