

1 **Northwest PEG-TV**

2
3 Northwest PEG-TV Board of Directors Meeting
4 September 17, 2018
5 Minutes

6
7 **Present for a quorum:** David McWilliams, Rick Tatro, Tim Stetson, Mike Curtis, Joe
8 Halko, Michel Consejo, Marilyn Grunewald, Virginia Holiman

9 **Unable to Attend:**

10 **Administrators:** Elizabeth Malone

11 **Visitors:**

12
13 1. **Call to Order**

14 David McWilliams called the meeting to order at 6:00 p.m. at Northwest Access TV.

15
16 2. **Changes or Adjustments to Agenda**

17 Rick Tatro

18 Grants

19 Collins Perley Sports Center

20 Enosburg/Highgate/Swanton Camera

21 Executive Session- Personnel

22
23 2.a. **Rick Tatro**

24 Rick Tatro announced that at the end of his term he will not be running again. Mr. Tatro
25 is proud of the work he has done while he has served on the Board and thanked the Board.
26 Rick Tatro shared memories he enjoyed with past Board members, as well as present
27 Board members. Mr. Tatro is most proud of the friendship he shares with David
28 McWilliams.

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30 3. **Programmers Report**

31 The bulletin board has been changed, Elizabeth Malone showed what the old bulletin
32 looked like to what it was updated to. The text is twice as large and it shows what the next
33 show will be in the two different stations. Channel 15 is in green, and Channel 16 is blue.

34
35 The Saint Albans Camera is back up and running. The camera now needs to be run over
36 the internet. Finding support for the old cameras has been challenging, which may result
37 in purchasing new cameras next year, which will be looked into at budgeting time. It is
38 estimated a new camera would cost at least \$1,000, plus installation.

39
40 4. **Treasurers Report**

41 Mike Curtis reviewed the Treasurers Report and sees that NWATV is ahead of where they
42 were last year which is primarily due to the North Country. In reviewing the balance
43 sheet, if total expenses versus what is in the checking account, NWATV could sustain one
44 entire year without receiving and revenue. The equity is where it should be, which Mr,
45 Curtis explained NWATV is still “swell”.

1 Rick Tatro made the motion to accept the Treasurer’s Report; Joe Halko seconded the
2 motion. The motion carried 7-0-1. Mike Curtis abstained.

3
4 Tim Stetson made the motion to approve the checks issued in the previous month; Mike
5 Curtis seconded the motion. The motion carried 7-0-1. Mike Curtis abstained.

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7 **5. Executive Director’s Report**

8 NWATV has received their first grant on their own. In the past NWATV has been a
9 partner in receiving grants. The grant will be a 50% grant and 50% NWATV match,
10 which will be used to purchase 6 new computers. The computers will be used for classes.
11 This year in the budget \$5,000 was set aside for a new field camera, which does not need
12 to be purchased this year.

13
14 Mike Curtis made the motion to reallocate \$4,140 towards software and up to 6
15 computers; Virginia Holiman seconded the motion. The motion carried 8-0-0.

16
17 On Saturday, November 3, 2018 at 10:00 a.m. NWATV will have a landscaping day, all
18 Board members are encouraged to come and help with end of year landscaping. VTel
19 which is located in Southern Vermont was recently visited by the Federal
20 Communications Commissioner, Ajit Pai. They recently promised \$4 million to expand
21 broadband to rural areas. The next events for NWATV are the Annual Meeting
22 (10/01/2018), then the Board meeting (10/15/2018), then Northwest Nightmares
23 (10/29/2018). NWATV plans to install snow guards above the air conditioning unit and is
24 just waiting on Fire Marshal approval.

25
26 Rick Tatro made the motion to accept the Executive Directors Report as presented;
27 Virginia Holiman seconded the motion. The motion carried 8-0-0.

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29 **6. New Business**

- 30
31 **a. Nominating Committee Update-** The committee reported they have 1
32 person who is interested in running.
33 **b. Bylaws Approval-** On page 3, under Board Elections, the two sentences to
34 be removed are “The officers of the Board are required to be local cable
35 service subscribers.” And remove “until their successors have been
36 elected” and change to “for no more than four consecutive terms.”

37
38 Mike Curtis made the motion to approve the Bylaws as amended; Marilyn Grunewald
39 seconded the motion. The motion carried 8-0-0.

- 40
41 **c. Audio Video Corp Quote Approval-** The Board previously approved the
42 purchase of audio cables and the studio clock via e-mail during the
43 summer, but it was asked to have a formal approval for the minutes.

44
45 Mike Curtis made the motion to approve the purchase of the studio clock and AV Cables
46 in the amount of \$3,975; Tim Stetson seconded the motion. The motion carried 8-0-0.

- 1
2 **d. Creation of Benefits Committee-** It was asked to have a benefits
3 committee formed which would last for three months. NWATV is
4 approaching the end of the year and would like three people on the
5 committee, the three committee members will be Tim Stetson, Mike Curtis,
6 and Virginia Holiman.
7
8 **e. Annual Meeting-** The Annual Meeting will be held on Monday, October 1,
9 2018 at NWATV's location.

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11 **7. Old Business**

- 12 **a. Plaques Update-** The plaques will be ready for the Annual Meeting. It
13 was agreed upon that all the plaques will be put together on the same wall,
14 and the people being recognized will be invited to the Annual Meeting.
15
16 **b. Collins Perley Sports Center-** The advertisement for NWATV is up for
17 renewal. Currently SASA and NWATV have the only signs on the press
18 box. Rick Tatro was able to get 1 year for free if they paid for 5 years.
19 David Kimel was confident to report over 600,000 people walk through the
20 Collins Perley Sports Center per year. The contract expires on October 1,
21 2018, and Rick Tatro is hopeful for the same contract terms. NWATV
22 would need to update their logo. Rick Tatro will sit down and meet with
23 David Kimel. Elizabeth Malone would rather not sign a contract this year
24 and reevaluate in the spring after they see what heating costs will be this
25 winter. The Board would like to have Rick Tatro discuss this contract with
26 David Kimel and will give all information gathered to Elizabeth Malone.
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28 **8. Approval of Minutes 05/21/2018, and 08/20/2018**

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30 Mike Curtis made the motion to approve the minutes of May 21, 2018 as submitted; Tim
31 Stetson seconded the motion. The motion carried 8-0-0.

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33 Joe Halko made the motion to approve the minutes of August 20, 2018 as submitted; Tim
34 Stetson seconded the motion. The motion carried 8-0-0.

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36 **9. Executive Session**

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38 Marilyn Grunewald made the motion to enter Executive Session at 6:56 p.m. regarding
39 Personnel; Mike Curtis seconded the motion. The motion carried 8-0-0.
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41 **10. Adjourn**

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43 The Board came out of Executive Session without any action at 7:26 p.m. and then
44 adjourned.

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46 Respectfully submitted,

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Brianne King, Board Recorder

David McWilliams, President

Rick Tatro, Vice President

Mike Curtis, Treasurer

Tim Stetson, Secretary

Michel Consejo

Virginia Holiman

Joe Halko

Marilyn Grunewald