

1 **Northwest PEG-TV**

2
3 Northwest PEG-TV Board of Directors Meeting
4 January 16, 2017
5 Minutes

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

9 **Unable to Attend:** Virginia Holiman

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

11 **Visitors:**

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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 presented a video clip of the programming that
17 has played over the last month. The videos that were highlighted were New Year,
18 New You; Basketball games; New Promo shows, Intro Videos to NMC's new
19 entryway; and the award that was given to the Legends of the Nerds. Paul Snyder
20 explained they will be recording surgery videos for educational view for NMC.
21 Sports have been streaming live on Youtube and Facebook with their mobile
22 hotspot.

23
24 3. Treasurer's Report- The Treasurer's Report was included in the Board's packets for
25 review. Elizabeth Malone explained with the external bookkeeper, the financial
26 reports will be staggered. The financial reports and checks will be given to the
27 Board in February, and Elizabeth Malone had just checks from December.

28
29 **Tim Stetson made the motion to accept the checks written in the month of December**
30 **2016; Greg Gervais seconded the motion. The motion carried 7-0-0.**

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32 4. Executive Director's Report- Elizabeth Malone reported that NWATV now has a
33 transitional website, which will be much easier to look at with a mobile device as it
34 is a better format.

35
36 5. New Business

37 a. Development Committee Update- Tim Stetson explained the committee
38 just met, and they will be researching with other Access centers across the
39 state to see how they receive more revenue. The Board would like to ask
40 for donations, and would like to brainstorm to receive more donations.
41 There are six other Access centers across the State of Vermont that have
42 higher alternative revenue than NWATV. The committee will contact them
43 and report back. The Board also asked to see if NMC would let them put
44 posters in their facility.

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46 b. Long-term Investment Review- The review was attached to the Board's

1 packets. Elizabeth Malone will pull the money from the CD's and put
2 them into the money market account. NWATV will receive one more
3 Comcast payment which will go right into the Building fund. The Board
4 would like to have at least \$50,000 set aside from the building fund to be
5 reserved for future building maintenance and repairs.

6
7 6. Old Business

- 8 a. Committee Schedules- The committees do not need to meet each month.
9 The Public Relations will meet right after the Board meeting every other
10 month, and the Personnel Policy committee will meet right after the Board
11 meetings on the off months.
12
13 b. Building Committee Update- Elizabeth Malone explained they met last
14 week and are waiting on the USDA. If Elizabeth Malone does not hear
15 from the USDA in the next couple of weeks, she would like to have a back-
16 up plan with financing. The USDA doesn't have approval to loan money
17 until at least April 1, 2017. The Board asked about commercial rates,
18 which Elizabeth Malone did not have, but will give to the Board by the
19 next meeting. NWATV will need to have a project appraisal before they
20 can get financing, and the architects will need commitments before they
21 can start building. The architects asked for pieces and parts of reclaimed
22 barn boards and doors from Franklin County.
23
24 c. North Country Update- Channel 15 and 16 are now playing for the North
25 Country. There were some hurdles with the audio at the Church in
26 Enosburg, that have now been resolved. NWATV will ask to begin
27 recording the Town Select meetings in Enosburg, and Richford. They will
28 also ask Enosburg Village Trustees to record their meetings.
29
30 d. Personnel Policy Committee Update- Marilyn Grunewald gave the
31 committee documents and will have language around legal parts which she
32 would like the Board to check out, then to approve. The committee would
33 also like to have a lawyer view the policies to make sure they are accurate.
34
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36 7. Approval of Minutes 12/19/16- The minutes of December 19, 2016 were attached.

37
38 It was asked to remove Jill Snapp from the Board Signatures as she has resigned.
39

40 **Marilyn Grunewald made the motion to accept Jill Snapp resignation with regret;**
41 **Joe Halko seconded the motion. The motion carried 7-0-0.**

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43 **Michel Consejo made the motion to approve the minutes of December 19, 2016 as**
44 **submitted; Gregg Gervais seconded the motion. The motion carried 7-0-0.**
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46 8. Adjourn

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Gregg Gervais made the motion to adjourn at 5:13 p.m.; Rick Tatro seconded the motion. The motion carried 7-0-0.

Respectfully submitted,

Brianne King, Board Recorder

David McWilliams, President

Michel Consejo

Rick Tatro, Vice President

Gregg Gervais

Marilyn Grunewald, Treasurer

Joe Halko

Virginia Holiman, Secretary

Tim Stetson