

1 **Northwest PEG-TV**

2
3 Northwest PEG-TV Board of Directors Meeting
4 November 19, 2018
5 Minutes

6
7 **Present for a quorum:** Joe Halko, Tim Stetson, Mike Curtis, Michel Consejo, Virginia
8 Holiman, Tim Hurlbut, Bryce Bachelder

9 **Unable to Attend:** Marilyn Grunewald

10 **Administrators:** Elizabeth Malone, Zach Scheffler

11 **Visitors:**

12
13 **1. Call to Order**

14 Joe Halko called the meeting to order at 6:08 p.m. at Northwest Access TV.

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

17 Zach Scheffler- Northwest Nightmares- Zach Scheffler explained the Northwest
18 Nightmares was a great event and received lots of positive feedback from guests attending
19 the show. The show was so popular, they were able to show the clips at the Weldon a
20 second night. Zach Scheffler cannot wait to do Northwest Nightmares again next year.
21 JC Image provided the plaques, Audio Video Corp donated a prize, and Twiggs donated
22 the food and the back room for the after party.

23
24 **3. Appointment of Bryce Bachelder to 3-Year Term**

25 Bryce Bachelder introduced himself to the Board and would like to serve on the Board for
26 the open 3-Year term.

27
28 Mike Curtis made the motion to appoint Bryce Bachelder to a 3-year term; Michel
29 Consejo seconded the motion. The motion carried 6-0-0.

30
31 **4. Programmers Report**

32 The Programmers Report focused primarily on Election Night which took place at the
33 NWATV studio on Tuesday, November 6, 2018. Elizabeth Malone thanked Tim Stetson
34 for calling in the Enosburg results by 7:10 p.m. NWATV had over 7,000 Facebook views
35 of the election video.

36
37 **5. Treasurers Report**

38 Mike Curtis reviewed the Treasurer's Report and reported the total income is less than last
39 year due to in-kind revenue. The Comcast payment is overall less than last year's, but the
40 North Country payment was more this year. Mike Curtis and Elizabeth Malone will work
41 together with the accountant, as Non-Profits do not have a Net Income, but rather a Net
42 Surplus. Mr., Curtis explained NWATV is still "swell".

43
44 Tim Stetson made the motion to accept the Treasurer's Report; Virginia Holiman
45 seconded the motion. The motion carried 6-0-1. Mike Curtis abstained.

1 Michel Consejo made the motion to approve the checks issued in the previous month; Tim
2 Stetson seconded the motion. The motion carried 6-0-1. Mike Curtis abstained.

3
4 **6. Executive Director's Report**

5 Elizabeth Malone worked with MVU and Richford to have candidate forums before
6 Election Day. The teachers invited over ¾ of the school for debates. The NWATV
7 building had a leak on the floor in the server room, Elizabeth Malone is working with their
8 Clerk of the Works to make sure this issue is resolved. Elizabeth Malone would like if he
9 could come up before the spring to do a quick inspection check. Elizabeth Malone is
10 looking for an artificial tree for the Santa Show, which will be on Thursday, December 20,
11 2018 at 6:00 p.m.; Michel Consejo has a tree he would donate. Elizabeth Malone
12 discussed that the FCC is being proactive and helpful to the Cable Companies which
13 would result in lower revenues for Access Centers. Each station has submitted comments
14 and asked for Senators to also write comments.

15
16 Mike Curtis made the motion to accept the Executive Directors Report as presented; Tim
17 Hurlbut seconded the motion. The motion carried 7-0-0.

18
19 **7. New Business**

- 20
21 **a. Benefits Committee Update-** The Benefits Committee met and compared
22 three different Insurance Plans, currently NWATV is with Blue Cross Blue
23 Shield. The other two providers are Chamber of Commerce and BRS. All
24 employees have their deductible and policy paid for in full, all the
25 employee is responsible for is the co-pays. Elizabeth Malone will send the
26 annual amount to the Board once it is all compiled. The committee is
27 recommending staying with the Blue Cross Blue Shield Silver Wellness
28 plan. The Board will decide next month on the Insurance plan, contingent
29 on the Budget discussion.
30
31 **b. 2019 Board-Staff Development Workshop-** Elizabeth Malone gave the
32 Board a survey to complete looking for days and times that would best
33 work for them to attend a Board-Staff Workshop. Elizabeth Malone would
34 like to have the workshop off NWATV's property to ensure staff will not
35 be interrupted with questions. This workshop would focus on goals, vision,
36 and the best ways to utilize the building. Elizabeth Malone will find a date
37 after the start of the year.

38
39 **8. Old Business**

- 40 **a. Nominating Committee Update-** Michel Consejo voiced he would like to
41 find someone on the outside of Saint Albans and would like more diversity
42 in Board members.
43
44 **b. Collins Perley Advertising Contract-** Collins Perley Sports Center agreed
45 to all the items the Board asked for in a contract. NWATV will have a 3-year term,
46 paying the fee annually, and can get out of the contract at the end of any of those

1 years. Collins Perley will pay to update the art work for Northwest Access TV.

2
3 **9. Approval of Minutes 10/15/2018**

4
5 Mike Curtis made the motion to approve the minutes of October 15, 2018 as submitted;
6 Michel Consejo seconded the motion. The motion carried 7-0-0.

7
8 **10. Adjourn**

9
10 Mike Curtis made the motion to adjourn at 7:32 p.m.; Tim Stetson seconded the motion.
11 The motion carried 7-0-0.

12
13 Respectfully submitted,

14
15
16 Brianne King, Board Recorder

17
18
19
20
21 _____
22 **Joe Halko, President**

21 _____
22 **Michel Consejo**

23
24
25 _____
26 **Marilyn Grunewald, Vice President**

24
25 _____
26 **Virginia Holiman**

27
28
29 _____
30 **Mike Curtis, Treasurer**

28
29 _____
30 **Tim Hurlbut**

31
32
33 _____
34 **Tim Stetson, Secretary**

31
32
33 _____
34 **Bryce Bachelder**