

1 **Northwest PEG-TV**

2
3 Northwest PEG-TV Board of Directors Meeting

4 January 20, 2020

5 Minutes

6
7 **Present for a quorum:** Joe Halko, Virginia Holiman, Bryce Bachelder, Tim Stetson,
8 Wesley Kempton, Mike Curtis, Marilyn Grunewald

9 **Unable to Attend:** Tim Hurlbut, Michel Consejo

10 **Administrators/Staff:** Elizabeth Malone, Paul Snyder, Zach Scheffler

11 **Visitors:**

12
13 1. **Call to Order**

14 Joe Halko called the meeting to order at 5:09 p.m.

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

17 New Business- Open Meeting Law

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19 3. **Executive Director Appointment-** Via email the Board voted to appoint Paul
20 Snyder as the new Executive Director, as Elizabeth Malone resigned. The Board voted
21 officially below.

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23 Marilyn Grunewald made the motion to appoint Paul Snyder as the Executive Director;
24 Tim Stetson seconded the motion. The motion carried 7-0-0.

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26 4. **Treasurers Report** –Mike Curtis presented a year -end review which was a whole
27 year statement. Northwest Access TV made more income than budgeted for, but also had
28 more expenses versus anticipated. The direct public support was up due to the North
29 Country income. The gross profit and total income was \$434,541 versus \$418,131.
30 Significant increase in expenses \$68,000 due to two items- depreciation expense- they had
31 \$40,000 in additional expense which was one full year loan interest instead of 6 months.
32 They had a slight increase in the payroll which was about 2.3% and they budgeted 3%.
33 Cash was up from last year from net income and depreciation. Total assets increased-
34 very little current liabilities. If a bank looked at these statements, they would be very
35 happy to see how well Northwest Access TV is running. The bottom line and earned
36 would be a very small number due to the accelerated depreciation.

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38 **Wesley Kempton made the motion to accept the Treasurer’s Report; Virginia**
39 **Holiman seconded the motion. The motion carried 6-0-1. Mike Curtis abstained.**

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41 Mike Curtis asked why they expensed advertising the advertising and included 4 years
42 out, this should have been accrued as a prepaid expense over the next 4 years.

43
44 **Marilyn Grunewald made the motion to approve the checks issued in the month of**
45 **December; Tim Stetson seconded the motion. The motion carried 7-0-0.**

1 5. **Executive Director's Report-** Elizabeth Malone explained the big purchase of the
2 broadcast server is still on hold with CableCast. CableCast has extended their cable
3 warranty until they make the purchase for the server. Friday at 2pm Elizabeth will
4 be at the Traveled Cup to say goodbye. This Friday is her last day.
5

6 **Mike Curtis made the motion to accept the Executive Directors Report as presented;**
7 **Tim Stetson seconded the motion. The motion carried 7-0-0.**
8

9 6. **New Business**

10 a. **Paul's Presentation-** Paul Snyder 3155 days is how long Elizbaeth Malone
11 has been as Executive Director. Paul -5 until he is. He feels there is untapped
12 potential in Franklin County and will need to teach and produce more and be seen
13 more. Hope to hire a team that is eager to teach community. Focus today and will
14 be while learning the new position. Still need to fill new positions.
15

16 b. **Hiring Discussion-** Paul Snyder will need to hire for his position, and
17 would really like to find the best fit. The Board is 100% supportive of his decision
18 as it is hard to find producers. Mr. Snyder began asking do they mix it up? Doesn't
19 make sense to break the system but can shift responsibilities. Keeping current full-
20 time things. What are the best ways to move forward? Not only short term but long
21 term. Very talented part time staff for these positions. Paul does not have a
22 timeline, the job postings would be about 2 to 3 weeks, then interviews, and then
23 hiring. The Board is giving Paul Snyder the support to not rush hiring employees.
24 Paul Snyder will reach out to the Board should he need any help or have questions.
25 The Board is excited with Paul's vision and will support him. Financials are in
26 typically the Wednesday before the packets come out, so Mike Curtis will sit with
27 Paul Snyder to teach him. The new hires need to see the vision that Paul Snyder
28 sees. There is a hiring committee the question is would they be willing to assist
29 Paul in hiring. The committee is willing to. Hiring committee is Tim Stetson,
30 Bryce Bachelder, Wesley Kempton, and Marilyn Grunewald.
31

32 c. **Open Meeting Law-** It was discussed that if Board members email a vote
33 then it will need to be voted on officially at a meeting.
34

35 7. **Old Business- None**
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37 8. **Approval of Minutes- 12/16/19 and 1/6/20**
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39 **Marilyn Grunewald made the motion to approve the minutes of December 16, 2019**
40 **as presented; Tim Stetson seconded the motion. The motion carried 7-0-0.**
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42 **The minutes of 01/06/20 will be presented next month.**
43

44 The Board presented Elizabeth Malone with an orchid to say goodbye.
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46 9. **Adjourn**

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2 **Mike Curtis made the motion to adjourn at 5:58 p.m.; Marilyn Grunewald seconded**
3 **the motion. The motion carried unanimously.**
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6 Respectfully submitted,
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9 Brianne King, Board Recorder
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13 _____
14 **Joe Halko, President**

Michel Consejo

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18 **Marilyn Grunewald, Vice President**

Virginia Holiman

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22 **Mike Curtis, Treasurer**

Tim Hurlbut

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26 **Tim Stetson, Secretary**

Bryce Bachelder

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30 **Wesley Kempton**
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