

## **Northwest PEG-TV**

Northwest PEG-TV Monthly Meeting

November 14, 2022

Minutes

**Present for a quorum:** Tim Stetson, Bryce Bachelder, Dino Patsouris, Joe Halko, Joyce Kemp, Angela Bernard

**Administrators/Staff:** Paul Snyder, Alan Cunningham, Joshua Prior

**Unable to Attend:** Virginia Holiman & Wesley Kempton

**Visitors:** None.

### **1. Call to Order**

Tim Stetson called the meeting to order at 5:01

### **2. Approval of Minutes 9/19/22 – Joe Halko made a motion to accept the minutes from the 9/19/22 meeting. Bryce Bachelder seconded the motion. The motion carried 6-0-0.**

**Approval of Minutes 10/20/22 – Bryce Bachelder made a motion to accept the minutes from the 10/20/22 meeting. Joyce Kemp seconded the motion. The motion carried 6-0-0.**

### **3. Election of Officers – Tim S. proposed approving the slate of officers. Joe Halko made a motion to accept the slate of officer, Tim Stetson as President, Bryce Bachelder as Vice President, and Virginia Holiman as Secretary. Angela Bernard seconded the motion. The motion carried 6-0-0.**

Tim S. mentioned the organization does not have a Treasurer on the board. Tim S. opened the floor for discussion regarding how to fill that void. The board decided to table it until next month and reach out to community members and gauge interest as well as advertise the open board position.

### **4. Technology Report – Paul S. provided a recap on Northwest Nightmares. It was a very successful year with 25 entries that aired at the Welden Theatre followed by an after party with prizes and awards. The feedback the organization received was all positive from the filmmakers and sponsors.**

### **5. Programming Report – Josh Prior started with a summary of the staff's involvement at the 8084's 40<sup>th</sup> anniversary concert at Higher Ground. The staff was tasked with recording the concert in its entirety to create a larger video. Josh P. talked about his experience so far including his day-to-day tasks and learning the ropes of scheduling and programming.**

6. **Grant Proposal** – Paul S. described that one of Josh P’s responsibilities is creating programming. Josh P. came up with the idea of creating a grant proposal in hopes of enticing local producers to utilize Northwest Access TV’s services and location to help create their projects. This would work like a film festival where multiple producers would submit their ideas and the grantee would be selected by Northwest Access TV. It would include \$2,000 in reimbursement and \$2,000 with in-kind services. The grant application process would be open in the spring. The grant proposal was attached to the board packet. **Joe Halko made a motion to support the grant idea. Dino Patsouris seconded the motion. The motion carried 6-0-0.**
  
7. **Treasurer’s Report** – Without a Treasurer on the board, Paul S. gave a quick summary of the financials. Paul S. echoed former Treasurer Mike Curtis’ thoughts from the month prior. The organization is in a healthy financial situation. Tim S. asked about the Miscellaneous funding in the Profit & Loss. Paul S. explained that was the Statewide Funding secured by Vermont Access Network. Access Stations were asked to list it under **Grants** moving forward. Tim S. asked why if we had paid for the business insurance yet and Paul S. explained that we had not received a bill yet as it usually is sent out in November. Northwest Access TV should be receiving it soon. Due to scheduling issues, Paul S. was not able to send out the financial documents ahead of time. Joyce K. requested they be sent out before approving the makeshift “**Treasurer’s Report**”.

**Angela Bernard exited the meeting.**

8. **Executive Director’s Report** – Paul S. spoke about the quarterly funding received from Comcast. Funding decreased 1.18% from the previous quarter but only 0.01% from the previous year. A check also needs to go out to pay for the station’s on-demand portion of its server. For advocacy news, Paul S. shared that the 24 stations across the state will be receiving a check for \$25,000 secured by Vermont Access Network via statewide budget request. Executive Directors were encouraged to spend these funds in ways that the community can return feedback about the use of the funding. Paul S. gave a summary of the Election Coverage including the staff’s success gathering results and having a technical free broadcast. Paul S. explained the staff’s ambitious effort to cover more than 70 winter sports games between BFA and MVU. Alan is preparing to test all four locations to get ready for the winter. Paul S. mentioned the station won two more awards from the Alliance for Community Media – Northeast Chapter’s video festival. Three videos were up for nomination. **The Enosburg Opera House Holiday Special and Paul in the Studio** won first place in its respective categories. Finally, Paul S. spoke about end of year purchases including new cameras, a portable speaker system, and possibly a new computer for staff.
  
9. **2023 Insurance/Benefit Review** – Paul S. sent out a list of benefits and health insurance prices for the board to review. The health insurance for all staff members will increase about \$2,000. A larger portion of that is long- and short-term disability being counted for a full year. No questions were asked by the board. **Tim S. entertained a motion to approve the health and benefits proposal. Joyce K. made the motion and Dino P. seconded. The motion carried 5-0-0.**

**10. Volunteer Compensation** – Paul S. proposed a question to board regarding the possible compensation to the volunteers who provide commentary for sports coverage. Ideas included travel reimbursement, gift cards, etc instead of putting those involved on payroll. Paul S. mentioned that other stations do this as well to give back to those who put in extra work for the organization in relation to sports broadcasts. Paul S. is worried that if we are unable to compensate in some capacity, the quality of the broadcast will decline because less commentators will be able to provide time. Joyce K. said she receives similar gifts when volunteering for other organizations. Bryce B. recommended that we stay within the legal limits of what we can give as gifts. The board agreed that gift packages would be a good direction for sports commentators.

**11. Public Comment** – No visitors for public comment.

**12. COVID-19 Protocol Update** - No update report from staff. Paul S. mentioned that this agenda item may not be necessary moving forward.

**13. Adjourn** – **Joe Halko made the motion to adjourn at 6:45pm; Bryce Bachelder seconded the motion. The motion carried 5-0-0.**

Respectfully submitted,

Paul Snyder, Executive Director

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**Tim Stetson, President**

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**Wesley Kempton**

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**Bryce Bachelder, Vice President**

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**Joe Halko**

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**Virginia Holiman, Secretary**

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**Angela Bernard**

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**Dino Patsouris**

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**Joyce Kemp**