

Northwest PEG-TV

Northwest PEG-TV Monthly Meeting

May 15, 2023

Minutes

Present for a quorum: Tim Stetson, Angela Bernard, Joe Halko, Virginia Holiman, Joyce Kemp.

Administrators/Staff: Paul Snyder

Absent: Wesley Kempton, Bryce Bachelder, Dino Patsouris

Visitors: None.

1. Call to Order

Tim Stetson called the meeting to order at 5:05

2. Changes or Adjustments to Agenda

3. Approval of Minutes 4/18/2023 – Joseph H. made a motion to accept the minutes from the 4/18/2023 meeting. Virginia H. seconded the motion. The motion carried 4-0-1.

4. Technology Report – Note from Alan: Good evening board! Hope everyone is doing well. Things in the tech realm have been moving smoothly so far. We had a multi-camera shoot at a recent track and field meet that went great. While the YouTube numbers weren't up there with winter games, it was a great use of our newer tech. We have also been putting the LiveU to good use with covering some softball and baseball games. The VAN meeting was great, there wasn't any new tech that I saw that blew me away, but it was a great time overall. Preparations for Northwest Nightmares are starting to ramp up, we are excited to have a booth at the Rail City Fan Fest next month to really kick off the promotion of our 11th(!) year! Our next project is finding a good lighting setup specifically for the green screen, and working with Barbizon Lighting to see what we can conjure up. Also, getting ready for graduations! See you next month board! And now back to Paul with your 5-day forecast.

5. Programming Report – No Programming Report this month.

6. Treasurer's Report – Paul S. spoke briefly about the monthly financials. Paul S. said the organization is on budget for the year. The cash flow document does not include the latest Comcast Revenue deposit of \$110,000. Paul S. noted he has hit his health deductible for the year as reimbursed by the organization.

Angela B. made a motion to accept the Treasurer's Report. Virginia H. seconded the motion. The motion carried 5-0-0.

7. **Accounting Open Decision** – Joe H. raised the question about why the monthly financials were once again late. Paul S. explained that MGTV Associates failed to send the files to Paul S. on time, a monthly occurrence. Angela B. asked if we are under contract with MGTV Associates or if Northwest Access TV was free to pursue other financial help. Paul S. has shared his frustration with MGTV Associates since the Fall of 2020 with no consistent improvement. The board agreed that Paul S. should explore other accounting firms for the organization.
8. **Executive Director's Report** – Paul S. said Northwest Access TV received the Q1 Revenue check from Comcast which increased from the last quarter. Paul S. mentioned statewide, revenue is down 5% but Northwest Access TV is not experiencing that. Paul S. is optimistic that the work being done in VAN will help with statewide funding. The \$1,000,000 appropriations request is contingent on the Governor's approval for the budget. The long-term funding is in a good spot but advocacy work will be an undertaking or all Executive Directors across the state. NWA-TV is going to sponsor a couple events coming up, Rail City Fan Fest and the MVU Football Golf Tournament. The crew went to the VAN Annual Meeting in Rutland, Vermont. Paul S. was excited to see everyone face-to-face and get news from around the state in-person. Paul S. talked about Action Circles efforts to help VAN secure long/short-term funding. Paul S. hosted a roundtable discussion with the other EDs to discuss outreach and hiring practices. Alan C. is joining the Statewide Content committee as his first VAN-related board. Paul S. is hopeful that will allow for NWA-TV to have more viewership on the statewide channel. Paul S. is in talks with Barbizon about lighting options for the green screen and a blown studio light. Spring sports is lighter than the crazy winter sports. As playoffs get closer, the crew will cover more games depending on how the local teams are doing. The Welden Theater is under new ownership by the city. Paul S. was able to secure a date for Northwest Nightmares on October 30th followed by the Afterparty at Twiggs. Paul S. also played the statewide promo he produced for VAN.
9. **New Business**
 - a. **Loan Repayment** – Paul S. shared the People's Trust Company banking information to discuss paying off the building loan of \$180,000 with the funds in the organization's savings account. Paul S. proposed to the board if the organization should payoff the loan instead of making regular payments for the next 1.5 years before the loan matures. Paul S. mentioned that paying off the loan would allow Northwest Access TV to continue to save in case of a drastic revenue drop in the coming years but at the same time allow Northwest Access TV to fully own it's building and largest asset. Tim S. mentioned NWA-TV does have the money available. Joe H. mentioned our quarterly revenue is still on a plateau and now may be the right time. Virginia H. posed the question if there was a downside and Tim S. said the unknown is the only downside but that would be the same if the load was paid off or not. Paul S. mentioned it's possible with the two revenue checks still to come from Comcast, the finances could be back to its current state if not better by the end of the year. **Joe H. made a motion for Northwest Access TV to pay off the**

mortgage held by Peoples Trust Company. Virginia H. seconded the motion. The motion carried 5-0-0.

- b. Call for Storytellers** – Paul S. retold the story of a family being able to watch NWA-TV's hockey coverage with their family member before his passing and how big of a moment that was for them. This sparked Paul's conversation to the board to help find storytellers in the community that have a connection to NWA-TV's services. Joe H. asked if we're planning to do a PSA looking for storytellers, and Paul S. confirmed that idea.

- c. Public Comment** – No public comment

10. Old Business

- a. Treasurer Vacancy** – The position is still vacant. Paul S. did reach out to a potential candidate but has not heard back yet.

11. Executive Session – Not required

- 12. Adjourn** – **Angela B. made the motion to adjourn. Virginia H. seconded the motion. Tim Stetson adjourned the meeting at 6:20pm.**

Respectfully submitted,
Paul Snyder, Executive Director

Tim Stetson, President

Wesley Kempton

Bryce Bachelder, Vice President

Joe Halko

Virginia Holiman, Secretary

Angela Bernard

Dino Patsouris

Joyce Kemp