

Northwest PEG-TV

Northwest PEG-TV Monthly Meeting

August 18 2023

Minutes

Present for a quorum: Tim Stetson, Angela Bernard, Dino Patsouris, Joyce Kemp, Virginia Holiman

Administrators/Staff: Paul Snyder, Josh Prior, Alan Cunningham

Absent: Bryce Bachelder, Wesley Kempton, Joe Halko

Visitors: None.

1. Call to Order

Tim Stetson called the meeting to order at 5:05

2. Changes or Adjustments to Agenda – None.

3. Approval of Minutes 7/17/2023 – Joyce Kemp pointed out a couple of typos and asked if a portion could be reworked to clarify the context. Joyce K. made a motion to accept the minutes from the 7/17/2023 meeting. Virginia Holiman seconded the motion. The motion carried 5-0-0.

4. Technology Report – Alan Cunningham updated the board on the coverage so far this summer. There was an all-day live stream for the Champlain Valley Swim Meet at Hard'Ack. Paul S. thanked Annalise and Megan for the work they did in the rain all day. Staff also covered the Demolition Derby at Franklin County Field Days. Promotional videos have started broadcasting for Northwest Nightmares. Paul S. added the movie is pushed up to 6pm instead of 7pm this year. This should allow for more students to attend the awards show at Twiggs afterward. Sports coverage will begin in a couple weeks starting with football coverage between BFA & MVU along with under-the-lights soccer games. Alan C. made a plea for volunteers to help staff with sports coverage. NWA-TV will also be streaming the Rotary's Lucky Duck Derby in September.

5. Programming Report – Josh Prior commended Mackenzie Chamberlain during her work the past few months. She'll be leaving soon for college. Josh P. has trained a local producer recently on the control room. Programming coverage includes the OLLI Lecture Series in St. Albans and the Fultz Studio painting series. Josh P. has enough episodes edited to start releasing it on-air.

6. Treasurer's Report – There was no Treasurer's Report this month but NWA-TV's bookkeeper is working on figuring out the books to get reports out on time for the monthly meetings.

7. Executive Director's Report – Revenue from Comcast came in with a 1.4% decrease but the quarter before was an increase. NWA-TV is on pace for \$434,000 generated

revenue from Comcast. Paul S. added NWA-TV is still waiting on additional funds from the statewide request by Vermont Access Network. Dues for VAN is around \$3,500 for the year. Communication with the new accountant have been great and payroll is finally on track. At the last statewide VAN meeting, the board agreed on how to share the \$1,000,000 check. NWA-TV will be receiving about \$45,000 this fall. Paul S talked about the addition of Will Cribb to the videographer staff. Paul S. talked about fall sports as well, detailing the commentators and sponsors. Personal news, Paul S. was selected for Jury Duty and will be out the remainder of the week.

8. New Business

- a. **Annual Meeting Planning** – Paul S. asked the board for some input about the annual meeting including special recognition, awards, and date/time. Paul S. is trying to figure out the best date for the meeting. He will share that info with the board/staff in the coming weeks. No regular meeting will be held on the third Monday of the month. Paul S. asked if anyone had recommendations for awards. Josh P. thought it would be a good idea to recognize show hosts of the past to let people know we're still here and an option to bring back old shows. Joyce K. asked what awards have been given out in the past. Rising Star (for new producers), Community Partners (members in the community that get involved). Paul S. spoke briefly about food, and Dino made the mention about the school possibly catering. Paul S. will reach out to Adam at the Tech Center. The board still has an opening on the board to fill at the annual meeting. No movement has been made. Angela B. recommended Kate Laddison from Northwestern Medical Center who has been a community partner of NWA-TV for almost ten years.
- b. **Northwest Nightmares Promo Reveal** – Paul S. shared some background about how the video promo was created and shared the video with the board of directors.
- c. **Public Comment** – No public comment

9. Old Business

- a. **Treasurer Search Continues** – The position is still vacant. Paul S. will reach out to Angela B.'s recommendation of Kate Laddison.

10. Executive Session – Was not required but Paul S. did take this portion of the meeting to discuss the time-off policy with Paul's upcoming Jury Duty about to start. The board reviewed the current Jury Duty and Over Time Policy. No action was necessary.

11. Adjourn – Joyce K. made the motion to adjourn. Angela B. seconded the motion. Tim S. adjourned the meeting at 6:15pm.

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