

**PEG Board Meeting Minutes**  
**September 11, 2013 – Clearlake City Hall**

Members Present – Vince Metzger, Denise Loustalot, Ed Robey, Jo Bennett, and Martin Scheel

Call to Order – Meeting called to order by Chair Denise at 6:04 p.m.

Addition to Agenda/ Minutes Approval. – Jo made several spelling corrections to the agenda. Vince moved and Ed seconded the motion to accept the agenda. Passed unanimously. Vince moved and Martin seconded the approval of the Aug.14 minutes. Passed unanimously.

Presentations – Terri Larsen tabled the presentation about televising her radio show on Channel 8. She will bring a demo of the program to the next meeting.

Public Comment – Amorylis asked that a discussion of unprofessional behavior be put on the next agenda.

Business

- Supplies/Equipment Report – Vince moved and Ed seconded a motion to authorize Jo and Doug Herren to take care of recycling the old equipment. Passed unanimously.
- Treasurer’s Report – Jo stated the current balance is \$19,790.61. An audience member said he’d looked at City records and there was over \$32,000. Denise will check into this issue. Allan Markowski asked why we hadn’t received the \$5000 from the Board of Supervisors. Ed told him it was because we did not get our proposed budget in on time. Amorylis stated the contract doesn’t say PEG won’t get the money if the budget is late. This needs to be clarified.
- Programmer’s Job Description – Beth asked for this to be tabled until next month.
- Pilot Program Partnership – This would be a collaboration between Lake County Publishing and Yuba College students to produce news for LCPTV. Discussion tabled.
- Computer Website Assistance – Jo introduced Tom Marquette, Yuba College instructor, who has helped upload agenda and minutes to the website.
- Office Assistance – Jo stated that Tina Lewis has been very helpful volunteering in the office. Jo said the office is in dire need of cleaning and furniture upgrade.
- Programming Committee – Jo made recommendations for the Programming Committee. Martin and Vince felt that the Board should have input on the committee members. This will be put on the agenda. Martin will work on the selection process and an application for the next meeting. Amorylis stated she felt Jo had taken on more responsibilities than warranted and asked that minutes be checked. She also read from the by-laws about setting up committees. Dante felt a public forum expert was needed on the committee. Terri asked that long-time PEG volunteers/producers be given first consideration for membership on the committee.
- December PEG Meeting – cancelled
- Video Submission Form – Jo proposed adding the submitter’s physical address as a part of the form. She will make this addition and see that all Board members get a copy before the next meeting.
- Web Hosting Update – Switch to GoDaddy as server is complete.
- Producers’ Group – Terri stated there are about 20 members of the group. They have a Facebook forum. They can communicate and share ideas, share equipment, etc. Tina Lewis offered to be the liaison between the Board and the group.

- Equipment Review – Jo presented a detailed report of the condition of the cameras and what it would take to get them working well. It was done by John Jensen. Terri suggested the repair costs be added to the budget. Allan recommended repair/upgrade to DTE.
- Stipend of Volunteer Programmer – Ed proposed the Board consider paying Beth a stipend as she goes above and beyond for the station and puts in many hours. Dante explained how previous PEG managers were paid (Yuba College money). Peter suggested giving her a per diem (as defined by the IRS) as it does not need to be taxed. Allan made several suggestions for alternative compensation. Ed will bring a per diem proposal back to the Board next month. Beth also stated she would like to have a computer in lieu of a stipend as she lost hers in the fire.
- Equipment Needs – Ed suggested everyone bring a list of equipment they think the station needs to the next meeting and we can prioritize it. We need to set up a separate equipment fund in the budget to pay for current needs. This money would be paid back to the budget when the pass-through money is received.

#### Committee Reports

- Marketing – Vince said we need to purchase software to help create the marketing presentations. He's still revising the Marketing Manual..
- Programming – Report postponed until next month.
- Staff Report – Beth thanked Tom Marquette for coming. She wants discussion of the website to be on the next agenda. Ed and Beth have been talking to LLHS about having students produce programming. The school seems very interested. Beth asked for \$10 to pay for downloading more programs. She was told to take it out of petty cash.

Adjournment – Meeting was adjourned at 8:39 p.m.

Candyce Hagler  
PEG Board Secretary