

PEG Access TV Oversight Board meeting
April 5, 2022
Via Zoom

Board members present: Mary Rozak (chair), Don Hyman (vice chair), Dale Getto (treasurer), Ron Lesko (secretary), Amy McLaughlin, Mary Alice Molgard, Zachary Simpson, Jessica Wilcox.

Also present: Aprecia Cabey (studio coordinator), Laura Gulfo (corporation counsel)

Board members absent: Jim Matteo

Called to order at 5:32 p.m.

Review of March minutes

- Simpson noted proofreading edits necessary. Rozak made the necessary changes.
- Molgard moved approval with the changes noted. Hyman second.
- Approved unanimously.

Public comment

- Rozak began by reading publicly the board's statement regarding public comment:
 - *Public comment is allowed during the officially designated portion of the meeting as listed on the agenda. Members of the public who wish to address the board will be acknowledged by the board chair and should state their name for the purpose of accurate recording for the board minutes. You will then have three minutes to make comments. This is not a question-and-answer session, but public comment. After that period is closed, those members of the public who wish to stay and listen to the board meeting are welcome to do so and are asked not to engage in conversations or activity that is distracting to board members. Guests or persons having relevant knowledge or information may attend and speak as part of the agenda upon acceptance of the meeting agenda by the board. All other guests must be recognized by the chair before addressing the board and participating in discussion.*
- Rev. Christopher A. Hill Jr., Morningstar Missionary Baptist Church and host of "On Point" on Channel Albany – Concerned and exasperated when he went into the studio and learned that there was a new studio coordinator and his recording session today had been cancelled. ... Wants to change the time for recording and the proposed rescheduling day will not work. ... Would like the board to help with a solution.
 - Rozak offered an apology that the information about the change in studio coordinator was not communicated in a more timely manner to him as a producer. For the next couple of months the studio hours will have to be revised but they will be expanded again. While our hours have changed, the board will do everything possible, especially at this time of year, to accommodate what he needs to get his program on the air. Rev. Hill provided his contact information for Rozak to contact him directly to find a solution.

Chair's report

- Rozak updated on the new studio coordinator. Aprecia Cabey began last month and overlapped with the former coordinator for transition. It has been a smooth transition.
- Rozak noted the fond farewell and thank you gathering at the studio last week for the former coordinator, Kirk Daniels.
- Board member status – Rozak is working with Kelly Kimbrough on reappointments for board members' terms that are expiring. He also will speak with Common Council about adjusting city code regarding board member appointments.
- Rozak noted that after this meeting the board will return to in-person meetings. She also asked board members to consider the possibility of suspending board meetings for the summer. A discussion will be had at the May meeting. The board is required to meet a minimum of four times a year.

Studio coordinator's report

- Cabey noted that some general cleaning was done in the studio today. Recording scheduled for Wednesday. Beginning the transition to a new studio schedule.
 - Rozak asked how successful she has been in reaching producers to work with them about the new schedule. Cabey noted that she has reached all producers.
- She noted that she is considering new guidelines for signing out studio equipment, as well as adding visitor logs to provide more information about assistance that producers may need.
 - Rozak asked if the city has a tagging process for equipment. Gulfo indicated she would investigate that further with the city.
 - Getto noted that she is following up with Albany High School teacher Theresa Storey for a meeting with the studio coordinator.

Treasurer's report

- Getto asked Gulfo for a timeline regarding purchasing protocols. Gulfo noted that two weeks would be a good benchmark to reach back out to the city regarding purchasing questions. Gulfo said she would investigate further and report back to the board.
- In March, \$3,369.19 for the studio coordinators salaries. There is \$22,114 remaining for the year.
- Getto noted that there is \$40,000 set aside for equipment and asked if there is any specific software needed.

Announcements

- None

New business

- None

Next meeting

- Thursday, May 12, 5:30 p.m. in-person at City Hall

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Motion to adjourn into executive session for potential proposed litigation

- Rozak moved to go into executive session. Simpson second. Approved unanimously.

Motion to return to public session and adjourn the meeting

- Getto moved. Molgard approved. Approved unanimously.
- Meeting adjourned at 6:20 p.m.