**PAC 14 Board Meeting**

**February 13, 2019 @ 4:00 pm**

**Blackwell Library Rm. 131**

**Meeting Minutes**

**Members in attendance:** George Whitehead, Mark Thompson, Aaron Gurlly, Demetria Marshall, Jack Galloway, Sandy Pierson, Joe Holloway, our new Wicomico County Representative and Jack Heath, our new Salisbury City Representative were in attendance. Tom Taylor, Karlie Harris and Joanne Miller attended representing PAC 14. Local Producer Brett Hammond attended as a prospective board member.

**Welcome & Call to Order:**  Chair George Whitehead

**Intro of New Board Members:**  Mr. Whitehead introduced and welcomed our new Board Members, Joe Holloway, Wicomico County and Jack Heath, City of Salisbury. Existing board members introduced themselves.

**Executive Director’s Report:** Mr. Taylor reviewed the Data Doc & VOD for the previous 2 months, and noted that his transition as new director was going smoothly.

Karlie Harris reported and updated the board on the tracking of our social media accounts, Facebook, Twitter and YouTube. Tracking the data is fairly new but there has been an increase in the watch time on YouTube, and posts are up on Twitter. We have added new subscribers and gained new followers.

**Secretary’s Report:**  The minutes from the December Board meeting were reviewed and approved.

**Treasurer’s Report:**  Mr. Whitehead reviewed the January financials with the board.

**Development Committee Report**:  Ron was unable to attend the meeting, Tom Taylor gave a brief update on the 20 for 20 fundraiser, and the hopes of getting video promos from some of our on air hosts. A copy of a proposed Fund Raising Letter for program sponsorships was presented to the board.

It was mentioned that we are looking at late April, early May for our “LauWOW”, which is to be a celebration of PAC14’s 20 years of broadcasting.

**Nomination Committee Status**:  Mark Thompson-no new nominations other than Brett Hammond

**Old Business**

1. FCC Proposal for Franchise Fees-No new news from Comcast on the FCC proposal, Tom is arranging a meeting with City/ County to discuss new proactive strategy.
2. Network server for file access and archive - on hold due to cost, alternatives being researched.
3. Aaron Gurlly - Media Literacy Institute at the University- Letter of Support Sent, waiting on responses.
4. Instating Brett Hammond as Board Member-Brett introduced himself and reviewed his qualifications that he brings to the board. Brett was nominated, the nomination seconded and approved. Brett was welcomed as a member of the board of PAC14. Brett will serve as Wicomico Resident Representative of the Board.

**New Business**

1. Proposed Budget for FY 2019-2020-Proposed budget was presented to the board. Budget will be split into 2 budgets, Operational and Capital. Working on obtaining the capital funds from PEG fees accounts. Tom to meet with the county on March 20th. Feedback on the budget is requested from board members.
2. Nominations for open positions on our board-no updates
3. FCC Proposal for Franchise Fees (see above)
4. PEG Fee Accounts for City and County as Capital Revenue
5. Fund Raising Letters for program sponsorships-Mentioned above, a copy of the proposed fundraising letter was presented to the board.
6. 2020 video promos by on air hosts: Greg Bassett, Susan Purnell, Ginny Rosenkrantz, Mary DiBartolo, Jake Day, Bob Culver-also mentioned above. Video promos are to promote our “20 for 20”.
7. Long Term Planning for PAC 14-Copy of PAC 14 long term goals presented to the board. Planning Committee to be formed, Brett asked to chair, with support from Jack Galloway and George Whitehead, others interested asked to contact Brett.
8. Broadcast ground work being set-Approving Brett to the board is the beginning of laying the broadcast groundwork, as he brings with him much needed experience.
9. Business Cards for Board Members-Business cards will be obtained for any members interested.

**Adjourn**

**\*\*Next Meeting:   April 10, 2019**

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