

PEG Access TV Oversight Board meeting
Jan. 28, 2021
Via Zoom

Board members present: Mary Rozak (chair), Donald Hyman (vice chair), Dale Getto (treasurer), Ron Lesko (secretary), Aprecia Cabey, Scott Jarzombek, Jim Matteo, Mary Alice Molgard, Zachary Simpson, Cathy Taylor, Jessica Wilcox

Also present: Kirk Daniels (studio coordinator), Laura Gulfo (counsel)

Board members absent: None

Called to order at 5:33 p.m.

Review of December minutes

- Hyman moved
- Wilcox 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.*
- There was no public comment at this meeting.

Chair's report

- Rozak wished everyone in attendance a Happy New Year and noted that she is looking forward to reopening the studio in 2021.
- She noted that the 2020 PEG report has been submitted to the Common Council.
- Community outreach continues with some great partnerships.
- The meeting will include an update on the Common Council equipment.
- She noted that Getto will have an update on the board's financial picture during the Treasurer's Report.

- Rozak discussed the Channel Albany Facebook page and website, and her request for another member or members of the board to take up those responsibilities. Cabey indicated that she would be interested.

Studio coordinator's report

- Daniels noted that there were a total of 14 Common Council and related city meetings since the last board meeting.
- Daniels provided an update on a virtual studio tour in partnership with Getto and faculty at Albany High School's Abrookin Career and Technical Center. Taylor also participated in the tour for 16 Albany High students. Daniels noted that additional work with the students is planned moving forward in regard to video production.
 - Getto noted that February is Career and Technical Education Month, and that each of the programs at Abrookin are planning PSAs about their individual programs. They will run on Channel Albany/OSM.
 - Taylor added that the goal is to get students in Albany interested in and more familiar with all aspects of video production. She noted that a follow-up virtual field trip for Albany High students is planned at the New School regarding music and sound production.
- Rozak asked Daniels about programming schedules, including frequency and times, including questions about better time placement for Albany content. Daniels noted that OSM has been very helpful in working with him, and he will follow up with OSM regarding the broadcast schedule.
 - Getto noted that OSM does not seem to have a daily broadcast schedule available online. Daniels also will follow up with OSM regarding that.

Treasurer's report

- Getto noted that she has worked together with counsel and representatives from the city's budget office to better understand fiscal processes, including payroll.
- Rozak noted that she had a discussion with the mayor's office today and there is a shared goal of understanding and organizing the PEG fiscal reports by the board's February meeting.
- Getto noted that for 2021 the equipment budget is \$40,000. The studio coordinator's salary also is \$35,000.
- Counsel provided additional background on the city's processes. She noted that the TimeWarner bill for the PEG studio no longer will be paid from the PEG budget but rather from the city's Law Department budget.
- Rozak also noted that the Internet and cable charges are part of the franchise agreement negotiations. She indicated that the board should not be paying for either of those services as part of the franchise agreement.

Common Council equipment update

- Counsel provided an update regarding the RFP. She noted that all equipment, training services and installation would all go out as part of one RFP, to firms that are equipped

to do that work in historic buildings like City Hall. Proposals are due back Feb. 25 by 2 p.m. They can be delivered in person to City Hall, mailed in or delivered via BidNet.

- Counsel noted that the city clerk has held a walkthrough with one interested company. She will send the link to all board members to share with any prospective companies that might be interested in and capable of doing the work.

Albany Public Library subcommittee

- Matteo provided an update regarding discussions with the library. He, Jarzombek and counsel are working on a new agreement and are making progress. The current agreement expires at the end of March.
- Rozak noted that the mayor needs to sign the agreement on the board's side. Jarzombek is hopeful to get approval from the library board in a timely way.

Announcements

- Simpson advised Daniels that he would be sharing content for uploading from neighborhood association meetings.

New business

- None

Next meeting

- Rozak proposed Thursday, Feb. 18 at 5:30 p.m. Agreed.

Motion to adjourn

- Taylor moved
- Matteo second
- Approved unanimously at 6:27 p.m.