



**Minutes of Meeting
March 26, 2021**

Time: 9:30 AM

Place: Peace FM Station

Present: Charlie Lasser, Larry Houley, Dan Rose, Lori Mickelson, Arden Smith, Marlon Villar Gomez, Jackie Fowler, Via telephone Don Pinkston, Clay Bassendowski

Larry moved to accept the Agenda with the addition of Human Resources (H/R) Committee, Dan second, Carried.

Charlie moved Arden as a Director, Larry, second, Carried.

New Business:

Marlon presented the CHET TV and General Manager Report:

We have a Community TV Licence.

We need a mission statement that is in accordance with our CTRC Community TV Licence.

Renewal of our Community TV Licence is pending.

Under the CRTC Community Television Policy we operate as an independent non-for-profit community television corp. Also known as a TVC and not for profit. Our content is classified as "Access Programming". It is our responsibility to use our own revenue to create the content that our community wants.

Discussed Broadcasting Regulatory Policy requirements, Broadcasting Regulatory Policy – CRTC – Community TV policy and Advertising.

The Community TV Licence Conclusion: Our role is to provide television as a public service to our Community. All local programming must be locally relevant, while all local news must be locally reflective.

We can no longer have monetary contracts for Access Programming.

The only advertising revenue that we can generate on the TV Channel is Sponsorship ads.

When the CRTC gets back to us we will explain our circumstances have changed and we'll draft another application with accurate Financial Projections.

Hire qualified professionals to handle the Financial Projections.

Potential TV Revenue Streams are Wedding Videography (do we have enough staff?), Small Video Contracts, this is possible and District of Chetwynd Contracts, we will need to work on this.

Given the restrictions on Community TV Advertising our sources of funding for TV should be Bingo, Radio Ads, Government Funding and Grants, Video Contract and Sponsorship Ads.

National Film Board of Canada, In our pending application we have committed to 60% of local programming per week (We are meeting this).

Marlon suggests a small portion of alternate content in order to contribute to our commitments of 40% of non-local programming per week.

Canadian Association of Community Television Stations and Users (CACTUS)

We have been members for several years, we need to renew it

Bingo sustains the Society. We need to comply with the rules and submitting Gaming Accounts Summary and the Gaming Revenue Report yearly.

General Manager Position Overview

There isn't a clear list of Responsibilities & Duties for our GM, A partial list was presented of duties that need to be done. In the past corners were cut and deficiencies arise. A GM should have knowledge in finance. Marlon suggests hiring an accounting firm or part-time accountant who can work with our Treasurer and Board Members to oversee our financial records. Discussed Training & Experience Required.

Marlon needs more time to work on the Community Radio Licence, to understand the procedures and how we will comply with our Licence.

Dan moved to receive Marlon's report, Larry second, carried.

Larry moved we vacate one of the Apartment no longer is use for the Employees. Arden second, carried. Jackie will cancel the lease.

Larry stated we seek compliance with the Recommendations for Compliance Enhancement from the GPEB branch. The Board is responsible to follow the rules.

Larry moved to contact Mario Schwab, MNP for a review of accounts and resolution to comply Arden second, carried.

A conference call will be scheduled for March 31, 2021.

A Human Resources committee is needed to address staffing, wages, vacations etc.

Larry moved Don, Dan and Himself on the H/R Committee, Arden second, carried.

Larry moved to have membership cards for the Society, Dan second, carried.

Meeting adjourned to the call of the Chair.

Charlie Lasser
Chair

Jackie Fowler
Secretary/Treasurer