



**Madison PEG TV**  
**P. O. Box 248**  
**2031 Village Road**  
**Madison, NH 03849**

## **MADISON TV BOARD OF DIRECTORS RESPONSIBILITIES**

1. Board meetings are held quarterly, or as needed, usually at the town hall meeting room. Time and dates are adjustable to meet director's schedules.
2. Board meetings will have minutes drawn up of the meetings. Draft minutes and approved minutes are submitted to the Town Clerk within one week of the meeting.
3. Membership on the board is restricted to town residents. The Board of Selectman will be requested to appoint directors (sitting and alternate) with recommendation from the Madison TV board. Board of Selectman are excluded from membership.
4. Madison TV has a set of Operating Policies and Procedures for Public, Education & Government (PEG) Access, which are the general rules the board follows.
5. Directors are responsible for the budget. Note: The annual budget is based upon the franchise fees that the town receives from the cable TV provider.
6. Directors will review and submit requests for expenditures requiring board of selectmen approval, and designate from which operations budget line item and/or trust fund the request is to be expended.
7. Directors and Operations Manager will field all concerns, complaints, etc., about current programming per the Operations Policies and Procedures document.
8. Directors contribute to the discussion on contracting with the provider of cable service to the town as required.
9. Additional Duties:
  - ) Hiring of Staff
  - ) Communications with Madison Board of Selectman.

# MAD TV Board Responsibilities

Approved:

Date: 17 March 2025

By: \_\_\_\_\_

Signature

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Print Name

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Signature

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Print Name

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Signature

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Print Name