

# KLTV -BOARD MEETING MINUTES

Tuesday September 22nd noon  
at KLTV studio

**Call to Order:** Gary Chapin, President, called the meeting to order at 12:01PM.

## Roll Call:

|  |         |
|--|---------|
| Post. 1 – Andy Hamilton                | Present |
| Post. 2 - Gary Chapin (President)      | Present |
| Post. 3 - Brian Magnuson (Treasurer)   | Present |
| Post. 4 - Rick Winsman                 | Present |
| Post. 5- Keath Huff                    | Present |
| Post. 6- Erin Zeiger (Vice President)  | Present |
| Post. 7- William Marcum                | Present |
| Post. 8 - Melissa Boudreau (Secretary) | Present |
| Post. 9 - James Johnston               | Excused |

## Approval of the Agenda:

Rick Winsman approves agenda as written  
Brian Magnuson seconded approval  
No discussion  
Agenda approved

## Approval of Minutes:

Keath Huff approves agenda as written  
Rick Winsman seconded approval  
No discussion  
Agenda approved

## Treasurers Report:

Brian Magnuson shares Financial Report through September 2015  
Brian points out funds transfer from line 5165 to 5310 which the board has previously agreed upon.  
The report currently reflects that we budget is project to be under expenses and at target on revenue.  
Erin Zeiger moves to approve Treasurers Report  
Andy Hamilton seconds  
No discussion  
Treasurers Report Approved

## Old Business:

### *Equipment Replacement*

*Keath Huff*

Keath Huff shares information about the equipment replacement of the server computer. Computer was replaced with a new one. Keath stated the challenge is that old server is crashing consistantly. Corbin and Aaron are slowly moving the old data off of the server but that is a process. Two servers were purchased one for video end and one for the business side.

### *Comcast Committee Update*

*Brian Magnuson*

No committee update. Brian asks does KLTV need to create the committee or does it need to be Todd Dodgin and others creating the committee and asking KLTV to participate. Todd explains that a full committee may not be necessary. PEG fees just need to be maintained as is. Gary clarifies the word "committee" may be the wrong word but instead a meeting to discuss our needs moving forward and then sharing that information with others. All members are welcome to attend. Brian will send out an email to coordinate this meeting.

*Kelso Update*

*Melissa Boudreau*

Due to some learning curves associated with moving to a trimester schedule students did not forecast for the Video II class correctly for Trimester 1. Because only 2 students were signed up the class was cancelled and will resume in Trimesters II, and III.

*Granicus/ Radiant*

*Barry Verrill/Todd Dodgin*

Todd Dodgin wanted more clarification about how we can best work together. Are we duplicating work: what are the needs, what are the wants? The sense is that the work can be done here at KLTV. Todd needs stats for hits on the website to present to his executive staff. In the last year only 3 videos have been captured using the current provider. \$3000 a year for the current bandwidth and there are some buffering issues with Telvu. KLTV will need to purchase more bandwidth moving forward. Question: How long do video's stay on Telvu barry explains 2 years and then they fall off. Hardcopies are kept on DVD for 7 years and then returned to each city or discarded. Discussion

**New Business:**

*Comcast (Kelso negotiations)*

*Andrew Hamilton*

Andy shared that Steve Taylor has been working on this process solely; and he has been encouraged to slow down and take more of a team approach to the process. Todd would like to create a collaborative effort and have one voice in moving forward. Barry and Andy will work on meeting with the Mayor to continue the effort of this negotiation process.

*Dates/location/facilitator for retreat (Nov 14 or 21)*

*Board decision*

To be determined through and email conversation and vote. Agenda items TBA.

*Cowlitz Superior Court*

*Barry Verrill*

Barry reported that Superior Court is interested in having their court sessions recorded and aired on KLTV. Brian Magnuson suggested maybe an app for a phone is used. Negotiations are ongoing.

*Longview School Board Update*

*Brian Magnuson/Barry Verrill*

Superintendent Dan Zorn has approached KLTV to discuss a weekly show, covering school board meetings, and the CTE class starting up again.

**Reports:**

No Reports were given.

Strategic Planning  
Public Relations/Marketing  
Policies & Procedures/Programming  
Government Affairs  
Technology/Building  
Education  
Non Dues/Non Franchise Revenue

Rick Winsman  
Erin Zeiger  
Gary Chapin  
Keath Huff/Rick Winsman  
Brian Magnuson/Gary Chapin  
Jim Johnston/Brian Magnuson  
Keath Huff/Rick Winsman

**Executive Director Report**

Barry Verrill

**Membership Comments**

No Membership Comments.

**Recess to Work Shop**

There was no work shop at this meeting.

**Adjournment**

**The meeting was adjourned at 1:07 PM by President Gary Chapin.**

**Next Regular Board Meeting:** Scheduled for Tuesday, October 27, noon at KLTV