

# KLTV -BOARD MEETING MINUTES

Tuesday January 26, 2016  
at KLTV studio

**Call to Order:** Gary Chapin, President, called the meeting to order at 12:00PM.

## 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)	Excused
Post. 7- William Marcum	Excused
Post. 8 - Melissa Boudreau (Secretary)	Present
Post. 9 - Vacant	

## Approval of the Agenda:

Andy Hamilton approves agenda as written  
Brian Magnuson seconded approval  
No discussion  
Agenda approved

*Gary Chapin*

## Approval of Minutes of (December 8, 2015)

Rick Winsman approves minutes as written  
Melissa Boudreau seconded approval  
No discussion  
Agenda approved

*Melissa Boudreau*

## New Business:

### *Audit Results*

Amanda from Booth Davis discusses financials from December 2014, no management letter was given meaning there were no significant findings. Payroll has dropped significantly. Overall financials remain consistent and KLTV is in good shape. Amanda shares that she is here to introduce herself. Barry explains the reduction in payroll is due to the lack of one employee for one full year. Barry says that will be changing for the 2015 audit year.

Brian Magnuson approves audit results as written  
Rick Winsman seconded approval  
No discussion  
Audit results approved

*Barry Verrill*

### *Board Status*

Gary shares updates about board status. Jim has vacated his position on the board for the remainder of his term which is up in March. Position 9 is now open. Gary recommends adjusting by-laws to be able to run on 5-9 board members.

*Gary Chapin*

### Annual Meeting

Meeting format will follow 2015 model, board meeting at 12:00 and annual meeting to follow at 5:30 with a light meal served to all attendees.

*Gary Chapin*

## Old Business:

Sue Buske Group Proposal

Board will review official proposal and discuss options at February meeting.

*Barry Verrill*

**Treasurers Report:***Brian Magnuson*

Brian reports that both revenues and expenses are on track. KLTV has a healthy budget and remains consistent from month to month.

Financial Report through November 2015

Andy Hamilton approves Financial Report as written

Rick Magnuson seconded approval

No discussion

Agenda approved

Financial Report through December 2015

Andy Hamilton approves Financial Report as written

Melissa Boudreau seconded approval

No discussion

Agenda approved

**Executive Director Report***Barry Verrill*

Interviews for new staff person taking place next week.

Kalama robotic camera install postponed until remodel of meeting chambers is complete. No solid date at this time.

**Membership Comments:** (Please limit to 5 minutes each)

**No comments**

**Recess to Work Shop***Gary Chapin*

Board discusses Executive Director current evaluation results and possible changes to the process for future years.

Gary Chapin calls the meeting back into order.

Keath Huff motions to approve a salary increase for Executive Director, Barry Verrill.

Rick Winsman seconds the motion

No discussion

Motion Passed

**Adjournment: 1:16**

**Next Regular Board Meeting:** Scheduled for Tuesday, February 23rd, 2016, noon at KLTV