

Board Meeting Minutes

Monday, July 23, 2018

Attendees:

Position 1 – Andrew Hamilton **present**, Position 2 – Bob Von Rock **present**, Position 3 – Brian Magnuson Board President- **present**, Position 4- Rick Winsman **excused**, Position 5- vacant, Position 6 –vacant, Position 7- William Marcum **late**, Position 8 Marlene Johanson Treasurer **present**, Position 9 – Alice Dietz **present**

Call to Order 2:04pm Brian Magnuson

Approval of the Agenda, Motion Andrew Hamilton. Second Bob Von Rock. Approved.

Approval of Minutes from April 23, 2018 Motion Andrew Hamilton. Second Bob Von Rock. Approved.

Treasurer's report, presented by Marlene Johanson. Question regarding transferring funds from BOA to Heritage Bank to offset Capital Purchases (Barry to handle), question regarding the timing of payments from the cities (Brian explained that it all levels out at end of calendar year) Financial report accepted.

Old Business:

Summer Youth Video Camp: Barry gave a quick update on the Video Lab that KLTV will present in August. Retired Teacher Kathy Scalesse has been contracted to assist.

Equipment Install: This is the replacement equipment for Studio A control room. Project being delayed while William is out for back surgery.

Nomination of new Board member. Barry, Alice and William will meet with Rich Coleman from Bicoastal media next week. Rich is very interested in joining our Board. This will still leave us one Board member short.

Audit Update: Carson and Jackie will be at August Board meeting to present Audit Report. Brian stressed the importance of Board Member's attending the August meeting.

Staff Member out with back Surgery. Barry gave an update on both William being out of work for upwards of 6 weeks, and the fact that the part time front desk position has not been backfilled. Barry outlined potential staff changes for January 2019. More information throughout the fall Board meetings.

ACM national convention update. Andrew presented a short update on the convention in Baltimore that he, Michael and Barry attended. A short discussion on Issac, the potential replacement for Facil.

New Business:

Facil upgrade. A discussion on renting a cloud based service versus owning a software based in-house system. Barry will attend a training for Isaac in Olympia on August 13th.

Strategic plan update: Barry explained that we are behind schedule but he will have a full update of tasks completed at the August meeting. Brian wanted Barry to know that this was his project and should take whatever steps necessary to get back on track. A short discussion on staffing and dividing up tasks.

Upcoming staffing changes: as this is an operational task, Barry simply wanted to keep the Board aware of potential staffing changes in January 2019.

Executive Director's report: Barry highlighted a couple items on his written report that had been previously distributed to the Board of Directors. William had a couple questions regarding finances that Marlene addressed.

Membership comments: none

City comments; none

Brian requested that "Board Comments" be added to upcoming agenda's. Barry will do so.

Recess to Work Shop; discussion on employment topic.

Adjournment.

Next regular meeting scheduled for **August 27, 2018** at KLTV boardroom 2pm.