

KLTV BOARD MEETING MINUTES

Monday, February 25, 2019

Call to Order: The meeting was called to order at 2:00 pm by President Brian Magnuson.

Roll Call: Post 1 – Andy Hamilton, present; Post 2 – Bob Von Roch, present; Post 3 – Brian Magnuson (President), present; Post 4 – Rick Winsman (Secretary), present; Post 5 – James Johnston, present; Post 6 – Rich Coleman, present; Post 7 – Bill Marcum (Vice President), present; Post 8 – Marlene Johanson (Treasurer), present; Post 9 – Alice Dietz, absent

Establishment of a Quorum: 8 Present, 1 absent

Approval of the Agenda:

Motion to approve the agenda was made and seconded. Motion passed.

Approval of the Minutes:

Motion to approve the minutes from November 26, 2018 was made and seconded. Motion passed.

Treasurer's Report:

Motion to approve the 2019 Budget was made by Bill Marcum, seconded by Jim Johnston. After discussion and elaboration by Marlene Johanson, motion passed.

Treasurer Marlene Johanson presented the financial reports covering the period January, 2018 through January, 2019 which were distributed and discussed. Motion to approve the reports was made by Bill Marcum and seconded by Bob Von Roch. Motion passed.

Old Business:

Executive Director Barry Verrill reported on updating the Employee Handbook to now include portions detailing Washington State's revised Paid Time Off and Family Leave policy.

Barry also detailed the problems with covering Cowlitz County Board of Commissioner meetings due to continuing elevator problems at the County Admin building requiring sessions to be conducted out of the regular Commission Chambers. He also brought the Board up-to-date on the camera equipment up-dates.

Board Member Andy Hamilton, along with Barry, gave a report on the past ACM West Conference attended by them representing KLTV.

New Business:

Barry gave an up-date on the status of KLTV's Policy and Procedure Manual and the Employee Handbook as covered in Old Business.

Brian Magnuson discussed with the Board the Annual Meeting next month and the process for selecting the positions on the Board and the officers for 2019.

Barry went over the upcoming NAB conference in April and suggested several pieces of equipment he might be looking for to replace aging equipment at the station.

Barry also gave an overview of the process of evaluating KLTV staff, which is almost complete.

Executive Director's Report:

Barry reported on items in his activities handout and not covered elsewhere during the meeting.

Membership/Board Member Comments:

None

Adjournment: The meeting was adjourned at 3:17 pm.

Respectfully submitted,

A handwritten signature in blue ink that reads "Rick Winsman". The signature is fluid and cursive, with a long horizontal line extending to the right.

Rick Winsman
Board Secretary