

November 25, 2019

Board minutes

Roll call:

Present: Rich Coleman, Alice Dietz, Marlene Johanson, Bill Marcum, Bob Von Roch, James Johnston

Unexcused: Rick Winsman

Seats 1, 2. Vacant

Meeting called to order by Alice Dietz Vice-President @ 2:05pm

Board Meeting Agenda moved seconded and approved

Financial report presented by Marlene Johanson. Expenses difference due to reduction in payroll, and timing of payments. Expenders still waiting on final billing for audit. Discussion made about the categorization of "Onlive". Moved seconded and approved.

Old Business:

Annual Audit – Error was found in payroll for an employee when calculating PTO. Looking at potentially changing payroll from Futch Group to ADP direct or another service.

Employee Drug Testing – Employee handbook has language for random drug test, Barry had their newest employee tested and due to irregularities found in one of the employees they were asked to retest, and employee has not returned to work. Discussion was made that KLTV has a zero-tolerance policy for those whom primary responsibility involves the operation of KLTV motorized equipment.

New Business:

2020 Budget – Look into categorization of Productions Supplies 5160. Adjustments made on rent revenue. Discussion was made about various points.

Christmas Bonuses – Bonuses kept the same as last year.

Building Sewer Explosion – Cleanup was over initial estimate.

Renovations – Considering renovating upstairs area as dorms for LLC.

December luncheon with staff - Friday December 20th @ 11am. For business meeting 12pm lunch.

Andy Huffman messaged me and Alice about a take down request sent by Chase Smell to CCU. Board advises that a new letter drafted by our lawyer be sent. Suggested that boiler plate no coping or dissemination of broadcast allowed.

Port of Longview will be moving some time next month to new facilities but with move it will incur additional costs

No Comments from the Public/Audience members.

Bill adjourned the meeting at 3:03pm. Next meeting December 20th.

Respectfully Submitted,

A handwritten signature in black ink that reads "Bob Von Roch". The letters are cursive and fluid, with the first name "Bob" being particularly prominent.

Bob Von Roch

Board Secretary