



**KLTV Board Meeting Minutes
Monday, April 18th, 2022 3pm
KLTV Board Room**

Call to Order:

Alice called the board meeting to order at 3:00PM.

Roll Call:

Post. 1 - Bart Finnel (Secretary) - Present
Post. 2 - David Futcher - Excused
Post. 3 – Tom Lee - Present
Post. 4 - Rich Coleman (Vice -President) - Present
Post. 5 - James Johnston - Present
Post. 6 - Marlene Johanson (Treasurer) - Present
Post. 7 - Alice Dietz (President) - Present

Special Session

Thomas Lee was presented for consideration of appointment to the KLTV board of directors. Alice provided a brief background for Tom Lee and a brief discussion ensued. Upon conclusion of the discussion, James made a motion to appoint Tom Lee to the KLTV board of directors and Marlene seconded. Motion carried unanimously. Welcome aboard Tom.

Approval of the Consent Agenda:

Alice called for a motion to approve the consent agenda as presented with a few minor modifications for spelling.

- Marlene motioned to approve consent agenda and seconded by Jim - Motion Carried.

Approval of Minutes:

Alice called for a motion to approve the January 24th, 2022 meeting minutes as presented by Bart.

- Marlene motioned to approve the January 24th 2022 meeting minutes as presented, seconded by Rick - Motion Carried.

Treasurers Report:

Marlene provided an update on the March 2022 financials. Key points are as follows:

- Strong cash position, with 12 months of operating reserve.
- Revenues are up yoy, primarily due to renters' income
- Expenses are typical as compared to prior months
- Barry has done a nice job, as usual, with the financials, especially with cost controls

Bart motioned to approve the March 31st treasurer's report as presented, seconded by Jim - Motion Carried.

Old Business:

Truck Update

Cable delivery is out about six weeks. This timing puts the truck availability for upcoming graduations in jeopardy if any further delays occur. Barry indicated that as a backup plan, Sean and Anthony could use a hand-held camera, as not to affect the commitments for the 4 schools that enlisted our service.

Staffing Changes

Barry indicated that Anthony Karis has been hired to take on various roles at KLTV, primarily as the KLTV truck and equipment operator. Anthony made an appearance to the board room to meet the board members and shared a bit about himself. Welcome to the team Anthony!

ACM- West conference

Barry attended ACM-West and was asked to be a speaker on the topic on closed captioning. This was Barry's first time as a conference speaker and was honored to be part of the round table. Barry shared that it was good to reestablish connections with many of his colleagues and listen to interesting speakers.

Equipment requested for NDI Government Station

Barry reported that NDI equipment upgrade for hybrid government meetings has stalled. Requires 100-gig transport fiber from each location. Presently we have a 20-gig connection. Need the cities to agree to this upgrade before purchasing the equipment. Chris from More Power is working on this with the cities.

New Business:

Executive Director's report

Barry and Alice have registered for NATOA conference in Denver on August 30 to September 1. KLTV just became NATOA members this year (similar to ACM for public but for government channel)

The NAB in Las Vegas in April is on at this point. This is the equipment show, which allows me to keep informed on new technology for our industry. Barry has confirmed his registration but has not yet booked hotel or flight. The NDI recommended below is a great example of knowledge gained at the equipment show.

The upstairs renter has caught up with his rent. There was a time when I believed an eviction was going to be necessary. However, the renter has worked hard to restore his good standing as a renter. Like many businesses, his photography company suffered greatly during the pandemic.

Port of Longview has decided to move forward with zoom only commissioner meetings. They would like us to remove our three cameras. These should be re-deployed in either Rainer or Cowlitz PUD. Either location would require the bandwidth improvements that were described above.

The Live-U transmission tool for the truck works on cellular transmission towers, currently 4G. Most cell companies are discontinuing their 4G towers in place of the new 5G towers. This will require us to upgrade the chips and technology for the Live U at a cost estimated to be \$2000.

A new power cord for the Live U was required as the current power cord has deteriorated due to normal wear and tear. Live –U is on most of our mobile productions, including Rainer City council meetings.

In preparation of returning membership to our facility, a complete cleaning, including replacing burnt out bulbs in our lighting fixtures occurred in March. Spring-cleaning within our garage is next on the list.

Barry will be obtaining competitive quotes for our annual financial audit.

Alice asked if the final implementation of the Castus application across the website and mobile APP were complete. Barry indicated that the APP and Website are now fully synchronized, and the integration work has been fully completed.

2022-2023 Board Goals

Barry indicated that his next priority would be to work on the website update. He is enlisting the help of One Power will assist with a recommendation. A proposal/quote will be brought forth at a future board meeting for consideration.

Volunteers for Executive Board Positions

At this point the executive board would state their position for remaining on the board or choosing to step off. Stated position is as follows:

- Alice has volunteered to stay on KLTV Board President
- Rich has volunteered to stay on KLTV Board Vice President
- Marlene has volunteered to stay on KLTV Board Treasurer
- Bart is looking to be relieved as the KLTV Board Secretary.

With no volunteers coming forth it was decided to wait until the next board meeting, when all members were present, to determine the next Secretary.

Membership:

No members joined the board meeting.

Call to Adjourn:

There being no further business to discuss, Alice has adjourned the board meeting at 3:55 PM.

Good of the Order:

The next Board Meeting: Monday May 23rd at 3pm in the KLTV Boardroom.

KLTV Board President
Alice Dietz

KLTV Board Secretary
Bart Finnel