

## **KLTV BOARD MEETING MINUTES**

Monday, April 29, 2019

**Call to Order:** The meeting was called to order at 2:00 pm by President Rick Winsman.

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

**Establishment of a Quorum:** 6 Present, 2 excused, 1 vacant

### **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 March 25, 2019 was made and seconded. Motion passed.

### **Treasurer's Report:**

Treasurer Marlene Johanson presented the financial reports covering the period January, 2019 through March, 2019 which were distributed and discussed. Motion to approve the reports was made and seconded. Motion passed.

The potential loss of Crystal Swelt, KLTV Bookkeeper, was discussed and explained, as well as plans to replace her if this loss occurs.

### **Old Business:**

Executive Director Barry Verrill reported on the installation of new cameras at the County Administration Building in the Commissioners' chambers. Barry suggested that a 4<sup>th</sup> camera be authorized and installed to focus on the speaker's rostrum so one of the Commissioner cameras would not have to switch back and forth to cover a speaker. This will make coverage easier and appear more professional. The cost will be about \$4,000. A motion was made and seconded to install a 4<sup>th</sup> camera in the Commissioners' chamber at a cost not to exceed \$4,000. Motion passed.

Barry began the discussion of the upstairs in the building. Since we are losing a tenant, the bathroom will definitely need to be re-modeled. The discussion also suggested that we consider re-modeling the entire floor. Barry suggested that the Board tour the 2<sup>nd</sup> floor at the conclusion of the meeting.

**New Business:**

Barry reported more on the decision of our upstairs renter, Advantage Screen Printers, to retire and vacate the space effective the end of May.

Barry also reported that the posting for KLTV's remote production coordinator will occur May 17<sup>th</sup>.

The entire staff has now completed their annual performance reviews and increases in compensation have been implemented retroactive to January 1, 2019.

President Rick Winsman asked the board to approve his selection of Gary Chapin to fill the vacant board position left by the resignation of Brian Magnuson. Gary is a past board member and brings a much needed production perspective and experience to the table. The board agreed and Gary was named to Director Post 3.

**Executive Director's Report:**

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

**Membership/Board Member Comments:**

Longview City Manager Kurt Sacha announced that he will be representing the City of Longview until a replacement for Todd is made.

**Adjournment:** The meeting was adjourned at 3:00 pm.

The Board was led on a tour of the second floor by Executive Director Barry Verrill.

Respectfully submitted,



Rick Winsman  
Board Secretary Pro Tem