

ILLINOIS VALLEY PUBLIC TELECOMMUNICATIONS CORP

Meeting of the Board of Trustees

January 10, 2012

Minutes

Present: Andrew Rand, Chairman; Steve Backlund, Elwin Basquin, John Day, Cynthia Fischer, Jerry Herbstreith, Linda Huddle, Jerry Kolb, Barb Leiter, Allen Mayer, Marianne Moll, Sally Parry (web), Sheldon Shafer, Adam Sloan, Joe Strupek, Chet Tomczyk, Dr. William Tammone (web), Lori Wu

Staff Present: Ben Bier (web), Mark Lasswell, Margie Stieghorst, Bill Baker, Tracy Simmons, Karen Button (web)

Absent: Wayne Baum, Jon Burklund, Bryan Chumbley, Sal Garza, Jeffrey Huberman, Mary Ann Knell, Nancy Levenick, Michel McCord, Joe O'Neill, Tom Spurgeon, Ed Szynaka, Russ Trowbridge, Dr. Philip Weinberg, Peter Wong

Chairman Rand called the meeting to order at 4:02 p.m. and welcomed Trustees, staff and guests. He introduced Susan Hoffman the new Executive Director of the Peoria Symphony Orchestra, and gave her the opportunity to tell about herself.

He then presented longevity awards to employees who reached milestones during 2011: Jackie Luebcke – 25 years; Mark Lasswell – 15 years; Ben Bier – 5 years; and Tracy Simmons – 5 years.

The first order of business was consideration of minutes for the following meetings: BOT (11/8/11), F&B (11/17/11), F&B (12/22/11), and Executive (1/5/12). Motion to accept all minutes as presented by Dr. Tammone, seconded by Dr. Fischer, passed unanimously.

Corporate Treasurer Marianne Moll presented the December 2011 financials. Dr. Tammone asked for an explanation of “Contract Services”. Mr. Backlund noted that he likes the narrative accompanying the financial report. Motion to accept as presented made by Mr. Strupek, seconded by Mr. Mayer, and passed unanimously.

Mr. Tomczyk then presented a series of graphics showing key performance indicators.

Mr. Backlund, Chair of the Development Committee, reported that the WTVP 40th birthday party on December 3 was a success with nearly a hundred people of all ages attending. The Committee is scheduled to meet on January 9, to brainstorm idea for making this year’s Auction more profitable.

Dr. Fischer, Chair of the Ad Hoc Building Committee, reported that the PSO moved into temporary quarters on the second floor of our building pending onset and completion of construction in their space on the first floor. No date for construction has been set as yet.

Ms. Moll reporting for the Finance & Budget Committee noted that the \$300,000 letter of credit at PNC is due to be renewed by January 31, 2012. She offered a motion, seconded by Ms. Huddle, to allow the Executive Committee to extend the letter of credit if they feel the terms to be satisfactory. The motion passed unanimously.

Mr. Kolb then presented a draft Major Gift policy for consideration by the Board. Following significant discussion including observations by Dr. Tammone that the Distribution and Hardship Distribution sections were inappropriate in this policy, and by Mr. Backlund that there needs to be a separate Endowment policy, Mr. Rand asked Mr. Kolb to reassemble his committee and prepare reconfigured Major Gift, Endowment, and Investment policies.

Mr. Strupek reporting on the Strategic Plan noted that staff was adding dates and assigning responsibilities that would essentially complete the plan. The Board passed a resolution directing Mr. Tomczyk to explore options and costs for engaging in a market study, and to report the results to the Board. A motion to approve the resolution was made by Mr. Mayer, seconded by Dr. Day, and passed unanimously.

Ms. Huddle reported that the Galesburg Friends of 47 raised \$650 for WTVP at their last yard sale, and that they joined with the Pekin Friends group answering pledge phone during the December membership drive.

Mr. Herbstrieth reported that the Pekin Friends of 47 will host their annual WTVP Bowl-a-Thon on Saturday March 3 at Sunset Lanes in Pekin. All are invited to participate.

In Staff Reports, Mr. Tomczyk reported on results of the December Membership Drive and other fundraising activities during the month. December was a positive revenue month and we raised about \$50,000 over budget which brings us closer to budget goal.

Linda Miller showed excerpts from American Experience: The Amish, and updated the Board on PSB Learning Media's Illinois Edition.

Bill Baker reported on how the Production Department scrambled successfully to overcome failure of the production truck's transmission to produce the Bradley basketball away games in Iowa. He then showed samples of 40th Anniversary spots featuring local politicians and viewers.

Mr. Rand discussed current developments with the potential renovation of Commercial Street. We have retained James Kemper at Dewberry PSA to assess the impact on our property if the City progresses as per their original proposal and to suggest changes to accommodate our needs. Mr. Rand did communicate by letter with City officials, as previously directed by the Board, and has positive attention from Peoria Councilmen Spain and Weaver. Legal counsel will be consulted regarding options and next steps.

Following brief discussion, the meeting adjourned at 5:30 p.m.

Respectfully submitted,

**Chet Tomczyk
President & CEO**