

ILLINOIS VALLEY PUBLIC TELECOMMUNICATIONS CORPORATION

BOARD OF TRUSTEES MEETING

September 18, 2012

Minutes

Trustees Present: Joe Strupek - Chairman, Wayne Baum, John Burklund, Bryan Chumbley, John Day, Griffin Hammond, Jerry Herbstreith, Jerry Kolb, Barb Leiter, Allan Mayer, Joe O'Neill, Andrew Rand, Sheldon Shafer, Adam Sloan, Dr. William Tammone, Russ Trowbridge, Chet Tomczyk, Chuck Walker, and Elwin Basquin and Nancy Levenick (both via webex). Staff: Bill Baker, Jennie Davis, Mark Lasswell, Linda Miller, Margie Stieghorst and Anita Sims (via webex)

Absent: Steve Backlund, Cindy Fischer, Sal Garza, Jeff Huberman, Linda Huddle, Mary Ann Knell, Tom Spurgeon, Ed Szynaka, Peter Wong, Lori Wu

A quorum of voting members being present, Chairman Strupek called the meeting to order at 4:00 pm. He welcomed new members Griffin Hammond and Chuck Walker, and explained that John Sanchez who was also elected to the Board had just been transferred to Denver and had resigned from the Board.

A motion by Mr. O'Neill, seconded by Dr. Day and passed unanimously put the meeting into closed session at 4:05 pm pursuant to Section 2 of the Illinois Public Meeting Act to discuss the acquisition, sale or lease of real estate. Following review of a real estate transaction with the City of Peoria, Mr. O'Neill moved that the Executive committee be empowered to act on behalf of the Board in this matter so as to provide for expedience and timeliness. Mr. Chumbley seconded, and the motion passed unanimously. At 4:12 pm, the meeting went back into open session following unanimous approval of a motion by Mr. Mayer, seconded by Mr. Strupek.

Minutes of the Board meeting of June 19, 2012 and the Executive Committee of August 30, 2012 were considered. A motion to accept the minutes as presented made by Mr. Chumbley, seconded by Mr. Burklund passed unanimously.

Mr. Kolb presented the Treasurer's report for both June 2012 and FY 2012 and expressed disappointment that the results were not better. He observed that costs were under control and that we were not overspending but underachieving on the revenue side. Following his presentation, Mr. Mayer moved acceptance of the Treasurer's report as presented. Mr. Burklund seconded, and the motion passed unanimously.

Mr. Tomczyk reported that approximately 80% of the proceeds from the Sweetnam estate or \$1,000,020 was received two weeks prior to this meeting and placed in the endowment account at Schwab, as previously directed by the Board. The asset advisor has requested a meeting with the executive committee to discuss the investment policy and spread. This meeting will be held on September 25, 2012.

Mr. Tomczyk then reported that the Corporation for Public Broadcasting now requires that each station have a Diversity Policy in place as one prerequisite for receiving federal funds in FY 2013. He presented for Board action a draft policy that had been vetted by the corporate attorney and the Executive Committee. Following discussion, a motion to adopt the policy (attached) was made by Dr. Day, seconded by Mr. Rand, and passed unanimously.

Staff reports were presented by Mr. Baker, Ms. Davis and Ms. Miller. The Board was reminded of three upcoming events: the annual Volunteer Recognition Event on October 30, the Downton Abbey fundraiser at the Peoria Civic Center on January 5, and the virtual golf outing on Tuesday January 29, 2013.

In his President's Report, Mr. Tomczyk reported that CPB will be sending 70% of the anticipated community service grant amount in October rather than 50% in October and 50% in March. This change is reflective of the uncertainty of federal funding and the possibility of sequestration of funds in January. This procedure is expected to be in place for at least the next two years. He also reported the WTVP received notice of a \$10,000 special operating grant from the Illinois Arts Council as a result of a grant application filed earlier this fiscal year. He then reported on discussions regarding collaboration discussions with both WILL and WQPT, and asked the Board for a resolution authorizing him to continue doing so. Following discussion about why these two stations and not the station in Springfield, a resolution authorizing the President to engage in discussions regarding collaborations involving, programming, production, engineering, education, fundraising and governance was made by Mr. Rand, seconded by Mr. Herbstreith, and passed unanimously. Mr. Tomczyk then reported on the status of the WARN grant-funded generators being installed at both the transmission and master control sites. Mr. Burklund suggested that he be contacted regarding the purchase of fuel for the generators as he may be able to help with a better price.

In his Chairman's Report, Mr. Strupek noted that the Executive Committee has subsumed the duties of the Finance & Budget Committee and will add two more members to the Executive Committee so that an ad hoc Audit Committee could be spun off at the appropriate time. He further noted that the By-Laws officially call for one standing committee, that being an executive committee. He then noted the discussions that the President has been having with a local attorney to review and revise the by-laws. In follow-up, he will appoint an ad hoc committee to meet with the President and the attorney and make suggestions for amendments to the Board.

He adjourned the meeting at 5:19 pm.

Respectfully submitted,

Chet Tomczyk
President & CEO
9/26/12

IVPTC Diversity and Equal Opportunity Policy

Adopted Unanimously by the Board of Trustees
September 18, 2012

Board Diversity

It is the policy of the Illinois Valley Public Telecommunications Corporation that the Board of Trustees, WTVP management, the Community Broadcast Advisory Committee (CBAC), and any other community advisory boards that may be established be diverse in their membership and representative of the WTVP service area. Diversity in these groups will be achieved not solely through any one of the following, but by a representational multiplicity of gender, age, race, color, ~~or~~ national origin, group identification, physical disability, sexual orientation, marital status, veteran status, or political affiliation.

Employment Opportunity and Diversity

It is the policy if the Illinois Valley Public Telecommunications Corporation to employ a talented, diverse workforce representative of our service area, and to provide equal opportunity in employment without regard to race, religion, color, national origin, age, gender, sexual orientation, marital status, veteran status, political affiliation, or physical or mental disability, except where gender or physical or mental ability may be a genuine occupational qualification. Diversity and equal employment opportunity is an administrative commitment in every respect of personnel policy and practice including the selection, placement, training and advancement of our employees.

Recruiting

It is the policy of the Illinois Valley Public Telecommunications Corporation that when full or permanent part time employment opportunities become available at WTVP, management will advertise the openings broadly using its broadcast and internet capacity. There will be no policy requirement that paid advertising, print or electronic, be used. WTVP will maintain web addresses for minority organizations that maintain job placement services for their clients and for the Illinois Department of Employment Services and notify them by email of job openings. Job openings will also be posted in a conspicuous location with WTVP to inform current employees. WTVP will also participate in minority job fairs and actively seek minority interns. Interviews of qualified candidates will be held with the goal of achieving or maintaining diversity. Advertising and interviews will not be required for current employees who are being promoted or for permanent part time employees who are promoted to full time provided that the advertising and interview process was utilized in their initial hiring.

Diversity Training

It is the policy of the Illinois Valley Public Telecommunications Corporation to provide annual opportunities for diversity training and to require participation in those training sessions by management and other staff who are responsible for recruitment and hiring.

