

ILLINOIS VALLEY PUBLIC TELECOMMUNICATIONS CORPORATION

December 13, 2016 Board of Directors Meeting Minutes

Present: Chairman Andrew Rand, Elwin Basquin, Maurice Bresnahan, Dr. John Day (4:10), Dr. Cindy Fischer, Dr. Jeff Huberman, Linda Huddle, Rick Owens, Sally Snyder, Ashley Spain (4:08), Joe Strupek (WebEx – 4:12), Chuck Walker
Staff –William Baker, Luann Claudin, Jerry Kolb, Mark Lasswell, Colleen Runkle

Absent: Helen Barrick, Jerry Herbstreith, Allen Mayer, Stephen Morris, Russ Trowbridge and Henry Vicary.

Noting a lack of a quorum, Chairman Andrew Rand called the meeting to order at 4:07 PM. Due to the lack of a quorum, items requiring board action were deferred until a quorum is reached.

Mt. Bresnahan introduced Julie Sanders, our new Director of Content and Marketing, to the board. He then gave the President's Report, which included:

PBS Kids. He reiterated the changes coming as a result of the new PBS Kids channel. These changes will occur on January 16th in concert with the national kick off of the PBS Kids channel. We will be taping a kick off program in the studio on January 13th, which will be broadcast at 5:00 pm on January 16th. He further reminded the board that the plan is for World and Create to channel share on 47.3 to make room for the new channel on 47.2. He presented a video from PBS about PBS Kids and a locally produced video that will explain the channel changes to viewers.

Fiscal Year 2017 Goals & Strategies. He reviewed several items from the FY 2017 fiscal plan and the plans and progress being made on these goals. He spoke about a special live At Issue on the opioid crisis that will be held December 15th. He also talked about the new Masterpiece program Victoria, which is being highly touted by PBS. We will be holding previews in January at the Peoria Riverfront Museum and the Normal Theater. He talked about local productions, including Peoria in the 50's and Emiquon, both of which will be aired in the spring and will have leverage opportunities, including screenings, connected to them. He said that a new updated website, using a platform from PBS, is on track for early 2017 and that an e-newsletter will be launched for the new year as well. He also reported that an effort is underway to create a professional development plan for station personnel. He shared an article from Current that looked at public media's current support in Washington, D.C. The article states that this support is broad based and non-partisan. Mr. Bresnahan said that we have good relations with our local representatives, but we should be reinforcing our message with them.

Chairman Rand, now noting the presence of a quorum, returned to the previously deferred agenda items.

In the first item of business, the minutes of three meetings were collectively moved for approval. These included the minutes for the Board of Directors meeting of October 11th and the Executive Committee meetings of November 3rd and December 1st. Motion for acceptance was made by Mrs. Snyder, seconded by Dr. Fischer and passed unanimously.

Mr. Kolb presented the Fiscal Year 2016 Audit Report. He stated that the report was issued with an “unqualified audit opinion”, which means that the auditors believe that the statements are fairly and appropriately presented. He said that no adjustments were proposed or passed, so that the audited statements are the same as the internal statements previously presented. The auditors did find that deficiencies existed with internal controls as a result of bringing accounting services back in house during the fiscal year. Mr. Kolb explained that he would be working with the auditors to create policies and procedures that will address these deficiencies and would report back on these at the next board meeting. Motion to accept the Audit Report was made by Mrs. Snyder, seconded by Mrs. Spain and passed unanimously.

Mr. Kolb then presented the Financial Report. The October 2016 financials were presented and Mr. Kolb commented that this represents the first four months of the new fiscal year. He commented that the balance sheet is generally in line with the previous year, but with stronger cash and continuing depreciation and debt service. Net assets are \$160,443 greater than the previous year. On the income statement, he commented that membership and major giving are slightly ahead of the fiscal plan and overall revenue is 2.6% in excess of plan. Expenses are 3.1% less than plan. Overall, year to date net income was \$(268,783), a positive variance of \$38,582. After adjustments for depreciation, principal payments and capital expenditures, net cash flow year to date was \$(289,027), short of plan by \$2,589. Motion to accept the Financial Report was made by Mr. Walker, seconded by Dr. Day and passed unanimously.

There was no report of the Pekin Friends of 47 group.

Mrs. Huddle gave a brief report of the Galesburg Friends of 47 group stating that there had been no activity of the group since helping with the pledge night on August 30th and that their next planned activity was supporting the auction.

Development Director Colleen Runkle reported on events during the period. She said that membership is running ahead of last year and that efforts are underway to obtain sufficient pledges against two challenge grants made to the station. She recapped the recent donor “Reunion” event and thanked all that attended and in particular thanked Dr. Fischer, Mrs. Snyder and Mrs. Spain for serving on the event committee.

Executive Producer William Baker reported on recent production efforts, starting with a few rough clips from his upcoming look at Peoria in the 50’s. He also shared several clips of recent tapings of State & Water, the station’s new production, which features local musical groups performing in our studio. This program is helping create new viewers for the station and brings additional attention to the emerging Warehouse District.

Julie Sanders reported on upcoming programming and showed several clips including Masterpiece: Victoria, Sherlock and the next Ken Burn’s documentary The Vietnam War, an 18 hour series coming in September.

An update on the FCC spectrum auction. Due to the FCC prohibition on certain communications in connection with the spectrum auction, the board was required to go into executive session. Motion to go into executive session was made by Dr. Day, seconded by Dr. Fischer and passed unanimously.

After the executive session, the regular meeting resumed.

Mr. Rand offered thanks to Mr. Bresnahan, the staff and the board. The meeting was adjourned at 5:26 P.M.

Respectfully submitted,

Maurice Bresnahan

President & CEO