

ILLINOIS VALLEY PUBLIC TELECOMMUNICATIONS CORPORATION

EXECUTIVE COMMITTEE MEETING

December 1, 2016 – 7:30 am

Minutes

Present: Moss Bresnahan (WebEx), Andrew Rand, Dr. Cynthia Fischer, Helen Barrick
Staff: Jerry Kolb, Colleen Runkle

Absent: Joe Strupek, Chuck Walker

Chairman Rand called the meeting to order at 7:34 am.

Minutes of the Executive Committee's November 3, 2016 regular meeting were considered. A motion to accept was made by Mrs. Barrick, seconded by Dr. Fischer and passed unanimously.

Mr. Kolb then presented the October financials. He commented that the balance sheet continues to be in line with previous year amounts, but with a stronger cash position, decreased net fixed assets from depreciation in excess of capital expenditures and lower long term debt from continued servicing. On the income statement, he pointed out several variances, including strong bequest revenue. He also noted that utility costs reflect a negative variance, but that most of it is due to a billing error by Ameren and that a refund check was received in November. Otherwise, through four months, results are slightly ahead of plan. Year to date net revenue was \$(268,783) with a variance to plan of \$38,582 or 12.6%. After a brief discussion, a motion to accept was made by Mrs. Barrick, seconded by Dr. Fischer and passed unanimously.

Dr. Fischer and Ms. Runkle then gave a development committee report. They reported on the recent major donor reunion event held November 16th, stating that they were happy with the attendance and are still working on follow up, both with attendees and non-attendees. While noting several people who made commitments that evening, they stated that they should have a better sense of the overall result by next meeting. They discussed creating a more defined development plan and there was discussion of adding development efforts aligned with capital needs of the station.

Mr. Bresnahan gave the President's report, which included:

PBS Kids. Plans continue for launching PBS Kids on our second channel on January 16th. There will be a kick-off program that will be taped on January 13th with Yvonne Greer serving as host.

Educator position. The job description for this new part time position is being finalized and should be posted soon, with hopes to have the person on board soon after the new year. This position will help promote PBS Kids and PBS Learning Media.

FSLA. The recent injunction in Federal court has prevented the planned changes from taking effect. Management had not made any adjustments in anticipation of the new standards, but has been reviewing staff compensation and workloads as they relate to the proposed standards.

Master Control Equipment. Mr. Bresnahan said the replacement process of the playback server in master control continues. All of the equipment has arrived, staff engineers are finishing their efforts in preparation for the arrival of the vendor's engineer, who will finish the preparation and assist in the cutover. The cutover is expected to be completed mid December.

A strategic plan update. An updated version of the goals and strategies document was distributed, with several items highlighted. Board members stated their appreciation for this document and suggested it be shared with the full board as well. It was also suggested to add additional specificity, particularly with respect to timelines, to the document where possible.

An update of the FCC Spectrum Auction. We continue to operate in the "quiet period" when most communication about the station's intentions in the auction is prohibited. The third forward auction is ending today. The committee was updated as to the station's status.

The meeting adjourned at 8:24 a.m.

Respectfully submitted,

Moss Bresnahan
President & CEO