

Blue Mountain Translator District 1

Board of Directors Regular Meeting Minutes July 10, 2018

1. Call to Order and Roll Call Vote	<p>President Tim Wallender called the meeting to order at 1:08 PM. The meeting was held at the District's administrative headquarters, 1655 1st St Ste. 204.</p> <p>Directors: President Tim Wallender (by phone), Director Christina Wood.</p> <p>Staff: Secretary/Treasurer Alex McHaddad.</p>
2. Declaration of Conflict of Interest	<p>Asked and none declared.</p>
3.a. Safety	<p>President Wallender asked if the Secretary/Treasurer had maintained a safe workplace environment since the last meeting.</p> <p>Secretary/Treasurer McHaddad confirmed that he had maintained a safe workplace environment since the last meeting.</p>
4.a. Approval of Expenditures	<p>President Wallender asked if the Board had reviewed the expenditures listed in the Board Packet.</p> <p>Secretary/Treasurer McHaddad requested that he be named as the payee for Baker Miner's Jubilee registration rather than the Baker County Chamber of Commerce because he would make the purchase and needed to be reimbursed.</p> <p>Secretary/Treasurer Mchaddad confirmed to President Wallender that he has been sending power bills to Mt. Fanny tenants.</p> <p>Secretary/Treasurer McHaddad noted difficulties with the office printer and noted plans to contact HP technical support before purchasing a new printer. President Wallender recommended a specific printer model for purchase.</p> <p>Secretary/Treasurer McHaddad reviewed remaining expenditures and noted that in the past the District had been charged to cover divers on worker's comp. insurance. President Wallender asked that a</p>

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	<p>reimbursement request be made by the District. Director Christina would asked that she be reimbursed up to \$30.00 to purchase additional materials for Miner’s Jubilee.</p> <p>President Wallender entertained a motion to approve all expenditures listed in Item 4.a. As amended, so moved by Director Wood.</p> <p>Motion to approve the expenditures listed in Item 4.a. Aye: President Wallender, Director Wood. Nay: N/A. Abstain: N/A. Amended expenditures listed in Item 5.a. approved.</p> <p><i>Expenditures are listed on Page 3 of the Board Packet available online at http://www.bmtd.org/public-notice/.</i></p>
4.b. Property Refund Requests	<p>Secretary/Treasurer McHaddad reviewed refund requests listed in the board packet. All property owners made their requests prior to the end of the fiscal year. Director Wood recommended that the refunds be extended but that no more refunds for the past fiscal year be extended.</p> <p>President Wallender entertained a motion to approve the refund requests listed in Item 4.b. and to not approve more refunds from the previous fiscal year, so moved by Director Wood.</p> <p>Motion to approve the refund requests listed in Item 4.b. and to not approve more refunds from the previous fiscal year. Aye: President Wallender, Director Wood. Nay: N/A. Abstain: N/A. Refund requests listed in Item 4.b. and not to extend refund requests from the previous fiscal year approved.</p> <p><i>Refund requests are included on Page 4 of the Board Packet available</i></p>

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	<p><i>online at http://www.bmtd.org/public-notice/.</i></p>
<p>4.c. Service Charge Letter Process</p>	<p>Secretary/Treasurer McHaddad reviewed progress on processing service charge letters. Of 3,800 letters sent, 1,400 had been processed, including 58% of projected membership dues. There were several letters remaining to sort in the office; Director Wood suggested that fewer than 50 remained.</p> <p>Directors discussed notes on returned letters as well as problems with records in the tax assessor office. Director Wood noted that complaint notes on letters were scarce, and suggested that she could call signatories who left phone numbers on their letters. President Wallender suggested that individuals who left compliments be thanked on Facebook and asked to contact legislators</p> <p>President Wallender and Secretary/Treasurer McHaddad discussed the collection of member email addresses.</p>
<p>4.d. Mt. Fanny Property Damage</p>	<p>Secretary/Treasurer McHaddad reviewed a description of property damage relayed by Mr. Jerry Winkle, the technician contracted by Oregon Christian Radio/First Baptist Church of La Grande. Beyond the email, Mr. Winkle suggested that damage to the KMBI translator on Mt. Fanny was caused as a result of actions undertaken by Xana or their contractor.</p> <p>Director Wood noted that the damage to a sapling pictured in an image from the Mt. Fanny site and declared that the US Forest Service needed to be notified.</p> <p>Contact with Xana, a former tenant, was discussed, as well as contracts for the use of Mt. Fanny facilities. President Wallender noted that a facility use contract was signed with Oregon Wireless, and that a new contract with OCR/FBC needed to be drawn up based on that document.</p> <p>Secretary/Treasurer McHaddad noted that he would contact Jack Meyer at the Wallowa-Whitman Ranger District. Director Wood added that evidence would be handed over the USFS law enforcement. President Wallender suggested a site visit with the USFS officer.</p> <p>President Wallender noted that OCR/FBC did not pay rent for use of Mt. Fanny facilities and needed to begin doing so. Director Wood</p>

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	<p>suggested that she and the Secretary/Treasurer meet with OCR/FBC. Secretary/Treasurer McHaddad noted the potential necessity for involvement by the District's attorney and asked for clarification that there was no objection of the attorney's involvement. Directors asked that correspondence notifying the lawyer about property damage not be billed.</p> <p>Secretary/Treasurer McHaddad noted that OCR/FBC desired to have the antenna replaced. Director Wood declared that if insurance would not cover replacement, the District should consider replacement. President Wallender suggested that Elkhorn Media Group may be liable since the KMBI translator stopped transmitting after the lease had been reassigned from Xana.</p> <p>Director Wood suggested that warning signs clarifying BMTD's management of the property, and that a trail camera be installed; President Wallender concurred with these suggestions. Potential trail camera and sign solutions were discussed.</p> <p><i>Correspondence from Mr. Jerry Winkle is included on Page 5 of the Board Packet available online at http://www.bmtd.org/public-notice/.</i></p>
4.e Signing Authority	<p>President Wallender acknowledged the resignation of Mrs. Katy Thomas, effective July 1, 2018, President Wallender entertained a motion to accept her resignation, so moved by Director Wood.</p> <p>Director Wood suggested that Board membership be advertised in local newspapers.</p> <p>Motion to accept the resignation of Mrs. Katy Thomas. Aye: President Wallender, Director Wood. Nay: N/A. Abstain: N/A. Resignation of Mrs. Katy Thomas approved.</p> <p>Further solicitation of Board members was discussed. The Secretary/Treasurer placed a solicitation note in each service charge letter and will advertise in the newspaper. Director Wood noted the past assignment of Mr. Tim Kerns to the Board, and President Wallender</p>

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	<p>suggested that Commissioners-elect Paul Anderes and Matt Scarfo of Union County be assigned to the District. Secretary/Treasurer McHaddad clarified that one Commissioner from each County is assigned as a District liaison, and that service on a second board by a County Commissioner is extremely rare. Jack Howard is Union County's liaison, and Bruce Nichols is Baker County's liaison. Additional recruitment difficulties were discussed. Without a quorum on the Board, the District will be dissolved, ending a vital service. The need for an additional check signer was discussed.</p> <p>President Wallender entertained a motion to grant check signing authority to Director April Simpson, so moved by Director Wood.</p> <p>Motion to grant check signing authority to Director April Simpson. Aye: President Wallender, Director Wood. Nay: N/A. Abstain: N/A.</p> <p>Granting of check signing authority to Director April Simpson approved.</p> <p>Director Wood suggested that the next appointed Director be granted check signing authority. In response to a query from Director Wood, Secretary/Treasurer McHaddad clarified that an appointed Director could sign a check, not just an elected Director.</p>
5. Public Comment	<p>Secretary/Treasurer McHaddad announced that the OPB repack reimbursement check from PBS had arrived. He suggested that the money could reimburse impacted line items in the budget or be placed in the reserve account, and asked for direction in order to draft a supplemental budget. Director Wood supported an additional recommendation from the Secretary/Treasurer be placed in the Contingencies line item. President Wallender concurred, noting the flexibility of the contingency fund. The Secretary/Treasurer noted that the current Contingencies line item was funded at \$10,000.00. President Wallender discussed current maintenance needs related to broadcasting KGW. No official decision was made given the need for</p>

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	<p>solution updates from the District's contract technician.</p> <p>Transmission of signals into other communities was discussed.</p> <p>Directors declared that the legislature needs greater awareness of the District's needs in order to ensure better services for more people.</p>
6. Scheduling of Next Meeting and Adjournment	<p>Secretary/Treasurer McHaddad recommended that the first Tuesday of August was the 7th. President Wallender noted that he will be unable to attend due to his farming schedule. Secretary/Treasurer McHaddad clarified to Director Wood that the meeting could be held under the direction of a President Pro-Tem.</p> <p>The next meeting will be held on July 7 at 12:00 PM in Baker City Hall.</p> <p>President Wallender adjourned the meeting at 2:09 PM.</p>