

# Blue Mountain Translator District 1

## Board of Directors Regular Meeting Minutes April 5, 2018

<p>1. Call to Order and Roll Call Vote</p>	<p>President Tim Wallender called the meeting to order at 10:03 AM. The meeting was held at the nearest practical location, Community Bank at 2313 Adams Avenue in La Grande, Oregon.</p> <p>Directors: President Tim Wallender, Director Katy Thomas, Director Christina Wood.</p> <p>Absent: Director April Simpson.</p> <p>Staff: Secretary/Treasurer Alex McHaddad.</p> <p>Members of the Public: Mr. Richard Beck.</p>
<p>2. Declaration of Conflict of Interest</p>	<p>Asked and none declared.</p> <p>Director Wood inquired about the frequencies of conflict of interest declarations at Board meetings. Secretary/Treasurer McHaddad recalled that he has noted multiple potential conflicts of interest due to concurrent employment by the Union County Chamber of Commerce.</p>
<p>3.a. Safety</p>	<p>President Wallender asked the Secretary/Treasurer to review safety issues since the previous meeting.</p> <p>Secretary/Treasurer McHaddad described an incident on social media in which an individual at two separate times made threatening comments toward the District. He discussed the situation with the Baker City Police Department. After reaching out to the Special Districts Association of Oregon to inquire about resources to train staff on de-escalating tensions and properly responding the such threats, the Secretary/Treasurer was informed that SDAO could not provide any relevant resources.</p> <p>Director Wood offered to provide de-escalation resources provided by the National Rifle Association. Secretary/Treasurer McHaddad noted that public employees in Oregon were forbidden from bearing arms during work hours. Director Wood clarified that the NRA has self-defense trainings that do not involve the use of firearms. The Secretary/Treasurer revealed that the Baker City police officer with whom he spoke noted that individual who made the comments had made similar threats before, but the Police Department could not forbid him from entering City Hall because it is a public place. Director Wood mentioned that she was present for the conversation with the officer, and</p>

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	<p>Secretary/Treasurer McHaddad noted that he had received the individual's mugshot. President Wallender requested a summary of the BCPD officer's threat assessment; Secretary/Treasurer McHaddad and Director Wood recalled that the individual's assessed threat was low. In response to a query from President Wallender, the Secretary/Treasurer clarified that he is now more comfortable with the situation since it has been discussed with the authorities, though it was disturbing. Director Wood recommend that the District procure pepper spray for the office, as well as provide self-defense training. President Wallender asked for clarification on the Governor's reasons for preventing employees from bearing arms during work; Secretary/Treasurer McHaddad noted that the policy was established in 2017, allowing public employees to bear arms only if this was a specific duty. Director Wood discussed past remarks about gun confiscation attributed to the Governor. President Wallender suggested that a bat be kept in the office, and directed the Secretary/Treasurer to pursue self-defense courses.</p> <p>The Secretary/Treasurer declared that no other threats to safety had occurred since the last Board meeting.</p> <p>* <a href="#">OR Department of Administrative Services Policy 50-010-05</a></p>
4.a. Approval of Expenditures	<p>Secretary/Treasurer McHaddad reviewed the included expenditures listed in the Board Packet.</p> <p>Director Wood moved to approve the expenditures listed in Item 5.a., second by Director Thomas.</p> <p>Motion to approve the expenditures listed in Item 5.a. Aye: President Wallender, Director Thomas, Director Wood. Nay: N/A. Abstain: N/A.</p> <p>Expenditures listed in Item 4.a approved.</p> <p><i>Expenditures are listed on Page 4 of the Board Packet available online at <a href="http://www.bmtd.org/public-notice/">http://www.bmtd.org/public-notice/</a></i></p>
4.b. Travel Authorization	<p>Secretary/Treasurer McHaddad reviewed the travel authorization request detailed in the Board Packet. Director April Simpson had requested funding to attend a workshop for new Directors being held by the Special Districts Association of Oregon in Pendleton during the month of May. The Secretary/Treasurer noted that Director Simpson's attendance would result in a discounted insurance rate from Special</p>

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	<p>Districts Insurance Services. Director Wood promoted the benefit of the discount.</p> <p>President Wallender entertained a motion to approve the Travel Authorization, so moved by Director Thomas.</p> <p>Motion to approve travel authorization expenses listed in Item 4.b. Aye: President Wallender, Director Thomas, Director Wood. Nay: N/A. Abstain: N/A. Travel authorization expenses listed in Item 4.b. approved.</p> <p><i>Travel authorization expenses are listed on Page 4 of the Board Packet, available online at <a href="http://www.bmtd.org/public-notice/">http://www.bmtd.org/public-notice/</a></i></p>
4.c. Property Refund Requests	<p>Secretary/Treasurer McHaddad reviewed the property refund request listed in the item.</p> <p>Director Thomas moved to approve the property refund requests listed in Item 4.c., second by Director Wood.</p> <p>Motion to approve the property refund requests listed in Item 4.c. Aye: President Wallender, Director Thomas, Director Wood. Nay: N/A. Abstain: N/A. Property refund requests listed in Item 4.c. approved.</p> <p><i>Property refund requests are listed on Page 5 of the Board Packet, available online at <a href="http://www.bmtd.org/public-notice/">http://www.bmtd.org/public-notice/</a></i></p>
4.d. Director Refund	<p>Secretary/Treasurer McHaddad reviewed the Refund Request for Director Wood as described in the Board Packet. Director Wood noted that she spent far less than the authorized limit for the centerpiece at the Baker Chamber Banquet. President Wallender praised Director Wood's fiscal responsibility.</p> <p>President Wallender entertained a motion to refund Director Wood \$58.00 without providing receipts, so moved by Director Thomas.</p> <p>Motion to approve the Director Refund request in Item 4.d. Aye: President Wallender, Director Thomas. Nay: N/A. Abstain: Director Wood. Director Refund request in Item 4.d. approved.</p>

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	<p>President Wallender clarified that the vote was a formality.</p> <p><i>Director Refund details are listed on Page 6 of the Board Packet, available online at <a href="http://www.bmtd.org/public-notice/">http://www.bmtd.org/public-notice/</a></i></p>
4.e. Initial Budget Review	<p>Secretary/Treasurer McHaddad reviewed the Initial Budget Review report included in the Board Packet.</p> <p>Directors and staff discussed previous problems with attendance and addressed potential recruitment strategies.</p> <p>In response to a query from Director Wood, Secretary/Treasurer McHaddad summarized that revenue during Fiscal Year 2017-2018 had exceeded projections, and while revenue for the next year was projected lower than the current year's actual revenue, it would be higher than the current year's projected revenue. President Wallender noted that now the District had a proper means of projecting revenue; Director Wood described data used for the previous year's budget as tainted. Director Wood added that she did not prefer to implement a signal scrambler, but believed it was the only viable option to increase revenue. President Wallender asked that this be discussed during public comment.</p> <p>President Wallender inquired whether an inability to assure attendance by all members of the Budget Committee at their meeting would not display due diligence. Director Wood suggested publicizing Budget Committee membership on social media and the radio. In response to a query from President Wallender, Secretary/Treasurer McHaddad clarified that Committee members must be voting residents of the District, and that the committee meeting must take place in May.</p> <p>Directors discussed providing food at the Committee meeting; President Wallender asked to ensure that Director Wood be reimbursed for providing food.</p> <p>Secretary/Treasurer McHaddad recommended holding an abridged regular meeting in May to be followed immediately by the Budget Committee meeting. These meetings would be held the first Tuesday in May.</p> <p>Secretary/Treasurer McHaddad reviewed the report section entitled "Revenue Changes." Director Wood and a member of the public, Mr. Richard Beck, discussed low public awareness of BMTD charges and their relation to property taxes. Secretary/Treasurer McHaddad highlighted changes in membership and business revenue; he also discussed potential contract changes and delinquent revenue from a radio station. In response to a query from President Wallender, Secretary/Treasurer McHaddad clarified that final budget numbers would be approved by the time the Budget Committee met.</p> <p>Secretary/Treasurer McHaddad reviewed the report section entitled</p>

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	<p>“Budget Changes.” Director Thomas suggested separate Expense and Income Line Items related to power usage.</p> <p>Director Wood announced that she would likely retire from the Board by fall. President Wallender commended Director Wood’s service. Director Wood discussed potential opportunities for expansion. President Wallender recommended adding a budget for contingencies.</p> <p>Secretary/Treasurer McHaddad reviewed the report section entitled “Budget Programs.”</p> <p>Secretary/Treasurer McHaddad asked Directors to determine if any recommended changes be pursued. Mr. Richard Beck encouraged the Board to allocate additional membership funding to join the National Association of Broadcasters. Director Wood concurred with all listed staff recommendations; she noted that other Translator Districts did not change with technology unlike BMTD, and she discussed District history. Mr. Beck noted problems with public awareness, and Director Wood suggested writing about District services in <i>The Ruralite</i> magazine. President Wallender and Director Wood both concurred on joining the National Association of Broadcasters. President Wallender expressed that the District should possess a spare transmitter; Secretary/Treasurer McHaddad assured that he would reach out to transmitter vendors while attending the NAB Show. In response to a query from Director Wood, Secretary/Treasurer McHaddad noted that the US House of Representatives had passed a federal budget that included repack reimbursement funding. Director Wood recommended replacing the oldest transmitter and refurbishing the old model for use if another transmitter needed to be replaced.</p> <p><i>The “Initial Budget Review” drafted by staff is listed on Page 7 of the Board Packet, available online at <a href="http://www.bmtd.org/public-notice/">http://www.bmtd.org/public-notice/</a></i></p>
5. Public Comment	<p>Mr. Richard Beck noted that he had serviced the television of a Member who was unable to properly receive signals. President Wallender thanked Mr. Beck for his service; he also discussed creating a YouTube video describing how to properly hook up a television to an antenna. President Wallender and Mr. Beck concurred that the latter’s name and number could be added to the District’s website to provide technical support to Members.</p> <p>Director Wood and Mr. Beck discussed historical consumer television equipment.</p> <p>Secretary/Treasurer McHaddad noted that the KOIN station on Beaver Mountain was in need of servicing.</p> <p>President Wallender asked that the Secretary/Treasurer research signal scramblers at the NAB Show given the desire for such a system recommended by intergovernmental partners despite its likely expense.</p>

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Secretary/Treasurer McHaddad noted that constitutional limits on unfunded mandates may protect the District from an extreme cost burden; he recommended attorney review. President Wallender recalled lobbying assistance proposed by Baker County Commissioner Bill Harvey during the 2017 Session and asked that the Commissioner be contacted once again. Director Wood suggested that County funds used to process the District's LB-50 be re-allocated to advocate for legislative changes in order to implement a signal scrambler. Secretary/Treasurer McHaddad noted that each County receives \$10.00 for every \$100.00 service charge placed on the LB-50; Director Wood questioned whether these funds fully compensate the County's efforts. President Wallender declared that the District needed to learn how many households were using the signal in order to properly assess budget needs, as well as relocate administrative headquarters to La Grande and employ the Secretary/Treasurer full time. Director Wood recommended that a survey be conducted to research the District's potential customer base. Secretary/Treasurer McHaddad noted that the District now has 3-years worth of data to review the potential customer base. Mr. Beck suggested placing the survey in *The Ruralite*. Directors discussed other components of a survey and the utility of a scrambler. Mr. Beck recommended pitching the District's service through more of a business lens in competition with other television service providers. Director Thomas noted that the District would be diligent in telling their story prior to scrambling the signal. President Wallender expressed that the District had done well in getting its story out to the media. President Wallender talked about experiences that his father had in discussing antenna use with local residents, including stories about meeting people who have falsified their exemption requests. Directors recalled irregular attempts at finding new antennas on properties entirely surrounded by the District. President Wallender expressed that the District was doing its best to educate the public, but too many people used the signal without paying; this needs to be communicated to County Commissioners. President Wallender discussed creating a second special district that replaced BMTD and used ad valorem taxes; Secretary/Treasurer McHaddad clarified that this option was not supported by existing statutes. Director Wood expressed that a scrambler system would benefit the District's revenue stream; other Directors concurred. Secretary/Treasurer McHaddad discussed legislative solutions to signal scrambler implementation; punishment for giving a descrambler code to a non-paying Member would need to be addressed in amendments. Directors discussed a financial reward for individuals who informed the District when signals were being used without payment. Descrambler equipment was also discussed.

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	<p>Director Wood and Mr. Beck discussed the advantages of launching a local channel that would clearly advertise the District's role in providing local terrestrial broadcast signals.</p> <p>Secretary/Treasurer McHaddad informed Directors that a channel in the Yakima Designated Market Area, KFFX, could be received within the District boundaries. Because the signal can be received in the Portland DMA, the District can broadcast KFFX; its content and subchannels would pose excellent value added to the District. President Wallender noted that certain locations in the Grande Ronde Valley could receive the signal with a properly situated antenna; he himself watches its programming regularly. In addition, the District's own contract technician services KFFX's tower, which is how President Wallender was introduced to the individual. Adding additional translators to the tower would allow the District to broadcast other channels such as KFFX and content currently provided by LaGrandeAlive.tv.</p>
<p>6. Scheduling of Next Meeting and Adjournment</p>	<p>President Wallender asked that the next meeting be scheduled to take place at the Misener Room in Union County's administrative headquarters due to its amenities.</p> <p>The next Board of Directors meeting would take place on May 8 at 12:00 PM, followed by a 12:30 PM meeting of the Budget Committee.</p> <p>President Wallender adjourned the meeting at 11:31 AM.</p>