

Board of Directors
Regular Meeting Hearing Provisional
Minutes
November 13, 2018

<p>1. Call to Order, President Pro-Tem Election, and Roll Call Vote</p>	<p>President Wallender called the meeting to order at 12:02 PM. The meeting was held at the nearest practical location, the Misener Room in the Daniel Chapin Building at 1001 4th Street in La Grande, Oregon.</p> <p>Directors: President Tim Wallender, Director April Simpson, Director Christina Wood.</p> <p>Staff: Secretary/Treasurer Alex McHaddad.</p> <p>Members of the Public: Mr. Richard Beck, Ms. Pat Duffey.</p>
<p>2. Declaration of Conflict of Interest</p>	<p>Director Wood declared a potential conflict of interest as the recipient of a service charge on her 2018-2019 Property Tax Statement.</p>
<p>3.A. Director Reports</p>	<p>President Wallender discussed a problem at the Island City Extension microwave site that had occurred and been resolved the previous weekend. Director Wood revealed that she had attended local government presentations about emergency alerts with the Secretary/Treasurer.</p>
<p>3.B. Staff Report</p>	<p>Secretary/Treasurer McHaddad reported that promotional materials from VistaPrint would arrive as soon as the firm received a check. Union County's IT supervisor notified BMTD that the office space to be leased in the Joseph Building offers access to Internet services from EONI and Frontier. Multiple accounting firms in La Grande have been contacted to discuss services; one firm does not contract with government agencies, and the other will contact</p>

	<p>BMTD this week if they are able to take on a new client. As of the immediate past weekend, every incorporated property in Union County, aside from a pair of private neighborhoods, had been physically inspected.</p> <p>President Wallender requested that subjects lines in emails about finance better clarify content.</p> <p>Director Simpson submitted check signing paperwork to Umpqua Bank.</p>
<p>5.a. Safety</p>	<p>Secretary/Treasurer McHaddad recalled an email with a violent threat from an individual who had received a service charge letter. The individual later called and apologized.</p> <p>Director Wood recommended self-defense training for the Secretary/Treasurer.</p>
<p>5.b. Contract Review</p>	<p>Secretary/Treasurer McHaddad reviewed the content of KOLU's construction proposal.</p> <p>Directors discussed the proposal. Public comment was received from a member of the public, Mr. Richard Beck.</p> <p>Directors asked to receive more information from KOLU before approving construction at the next regular Board meeting. Secretary/Treasurer McHaddad announced that the next item on the agenda, approval of a site lease with Union County, needed to be tabled because the County Administrator had not provided a contract. A special meeting needed to be held to approve the contract, and at that time the Board could consider an expanded construction proposal from KOLU.</p>
<p>6.a. Property Lease Approval</p>	<p>President Wallender tabled the agenda item.</p>
<p>6.b. Approval of Expenditures</p>	<p>Secretary/Treasurer McHaddad reviewed the expenditures. An online guide from TitanTV, available on the website, needed to be paid for</p>

	<p>out of the line item requested by the Board. The Secretary/Treasurer recommended the Phone & Internet line item from the Administration Program in the General Fund, and Directors concurred.</p> <p>Director Simpson moved to approve the expenditures listed in Item 6.b., second by Director Wood.</p> <p>Aye: President Wallender, Director Simpson, Director Wood.</p> <p>Nay: N/A.</p> <p>Abstain: N/A.</p> <p>Motion to approve the expenditures listed in Item 6.b. approved.</p>
<p>6.c. Refund Requests</p>	<p>Director Wood noted that she recalled delivering her exemption request to a former District employee in time to have the charge removed from her property taxes. Secretary/Treasurer McHaddad asserted that all service charge letters had been reviewed prior to assembling the LB-50. Director Wood clarified that she would not seek a refund. Secretary/Treasurer McHaddad reviewed the timeline for assembling delinquent property lists attached to the LB-50's delivered to Baker and Union Counties. As of that day only 5 people had requested a refund, and only one had grounds for a refund under District Board Policies.</p> <p>Secretary/Treasurer McHaddad reviewed the refund request for property 9174 in Baker County. The individual may need a refund or journal voucher but it was not clear which was specifically needed, so he recommended extending a refund if a journal voucher was not printed in time.</p> <p>President Wallender recognized Ms. Pat Duffey, owner of a property included in the Item. Ms. Duffey noted that she had an antenna in the 1990's but only used BMTD signals for one year.</p>

She has used cable for television service since that time. Ms. Duffey recalled discarding the initial service charge letter sent in June 2017. She did not receive the reminder letter sent in March 2018 because she was hospitalized for an extended duration. Directors discussed improvements to outreach, such as adding a note on all envelopes that a bill was inside. President Wallender stressed the need to improve advertising efforts. Secretary/Treasurer McHaddad noted that he had permanently exempted Ms. Duffey' property in the database because it is entirely surrounded by the District. He asked if Ms. Duffey still requested a refund, and she declared that she no longer sought a refund. Ms. Duffey thanked the Board for an opportunity to address her concerns.

Secretary/Treasurer McHaddad proposed that the Board consider amending board policies to extend refunds to individuals whose medical problems prevent a response to service charge letters. President Wallender expressed that the District could not afford to provide too many loopholes for receiving refunds. In response, Secretary/Treasurer McHaddad clarified that medical problems would be a very specific scenario as opposed to an individual producing past cable bills, and that reasons for extending refunds would be very specific.

Directors discussed additional methods of informing viewers of the price for signal use. Mr. Richard Beck suggested creating a local channel. Director Simpson suggested that the District purchase Facebook ads.

Secretary/Treasurer McHaddad reviewed refund requests for properties 31-006512 and 1-008604.

Director Simpson moved to approve a refund for property 1-009174 and deny refunds to properties 31-006512 and 1-008604.

	<p>Aye: President Wallender, Director Simpson, Director Wood.</p> <p>Nay: N/A.</p> <p>Abstain: N/A.</p> <p>Refund for property 1-009174 approved, and refunds for properties 31-006512 and 1-008604 denied.</p>
<p>7. Public Comment</p>	<p>Directors discussed the creation of a local content channel. President Wallender discussed combing KPTV and KPDX on the same channel and using Channel 49 for a local channel, or using subchannel 8.3 now that KGW is no longer broadcasting Estrella. Mr. Richard Beck provided public comment on the utility of a local channel. Secretary/Treasurer McHaddad noted that state law is ambiguous on BMTD's ability to provide a local channel, but the Office of Legislative Counsel will provide clarification when bills are drafted.</p> <p>Mr. Beck thanked Directors for their service on the Board.</p> <p>Directr Simpson asked for action items. She will address the Summerville City Council about translator district legislation that night. Director Wood will address the Haines City Council about translator district legislation that night. Secretary/Treasurer McHaddad will address the La Grande and Union Rural Fire Departments that night, and bring amendments to District Board Policies at the next meeting. President Wallender will stop automatic bill pay to Baker City Hall.</p>
<p>8. Scheduling of Next Meeting and Adjournment</p>	<p>The next Board meeting will be held at noon in La Grande.</p> <p>President Wallender adjourned the meeting at 1:30 PM.</p>

