

Board of Directors
Special Meeting Provisional Minutes
November 19, 2018

<p>1. Call to Order and Roll Call Vote</p>	<p>President Wallender called the meeting to order at 10:06 AM. The meeting was held at the district's administrative headquarters, St. 204 in Baker City Hall at 1655 1st Street in Baker City, Oregon.</p> <p>Directors: President Tim Wallender (by phone), Director April Simpson (by phone), Director Christina Wood (by phone).</p> <p>Staff: Secretary/Treasurer Alex McHaddad.</p> <p>Members of the Public: Mr. Martin Gibbs (by phone).</p>
<p>2. Declaration of Conflict of Interest</p>	<p>Asked and none declared.</p>
<p>3.a. KOLU Construction</p>	<p>Mr. Martin Gibbs of KOLU/Riverview Baptist Church introduced himself and reviewed the project proposal. KOLU will be installing a receiver and transmitter on Mt. Harris, as well as a small equipment rack in the facility. The receive antenna mast will be installed above BMTD's antennas with filters to prevent interference. RS Technology, currently contracted by BMTD, has been contracted by KOLU to perform the installation. KOLU intends to ensure the proper installation of all of its equipment.</p> <p>President Wallender inquired about KOLU's insurance for the site. Mr. Gibbs replied that KOLU maintains a \$1 million insurance rider for each transmission site, and that BMTD will be named an additional insured for the Mt. Harris site.</p> <p>Director Wood discussed potential damage from</p>

	<p>wind.</p> <p>Directed Simpson noted satisfaction with the proposal.</p> <p>Mr. Gibbs added that KOLU still needed to complete an approval process with the FCC. KOLU wants to have the lease in place prior to the issue of a construction permit from the FCC.</p> <p>Director Wood moved to approve the construction proposal, second by President Wallender.</p> <p>Yes: President Wallender, Director Simpson, Director Wood.</p> <p>No: N/A.</p> <p>Abstain: N/A.</p> <p>Construction proposal approved.</p>
<p>2.a. Approval of Lease and Sublease Agreements</p>	<p>Secretary/Treasurer McHaddad introduced the item. Union County has offered an office space to BMTD detailed in the attached contract for a sum of \$248.71 per month. United Way of Eastern Oregon has requested the right to sublease the office space from BMTD because the Secretary/Treasurer concurrently serves as the organization's Executive Director and works 20 hours per week at both locations. A sublease price of \$124.35 per month is proposed in the contract, with BMTD incurring the additional cost of \$0.01 beyond the 50% price of the lease. Internet service will also be split evenly between BMTD and UWEO.</p> <p>Director Simpson moved to approve the lease and sublease agreements, second by President Wallender.</p> <p>Discussion: Director Wood asked that the motion be amended to include an expenditure for moving the office equipment to La Grande.</p> <p>Secretary/Treasurer McHaddad clarified that this is not necessary for the move to take place.</p> <p>Motion to approve the lease and sublease</p>

	<p>agreements.</p> <p>Yes: President Wallender, Director Simpson, Director Wood.</p> <p>No: N/A.</p> <p>Abstain: N/A.</p> <p>Lease and sublease agreements approved.</p> <p>President Wallender thanked Director Wood for taking the time to call in to the meeting.</p>
4. Adjournment	<p>President Wallender adjourned the meeting at 10:25 AM.</p>