



Your Voice, Your Vision , Your Community

April 2018

Board Meeting

Date: 4-27-2018

1. Call to Order - by Alan Wolff at 7:53 am
2. Roll Call - 7 board members (Alan Wolff, Dave Lundborg, Steve Allen, Rich Henders, Stephen Perrault, Brad Newkirk, and Sharon Bringelson) were present, plus Jen Brens
3. Recognition of Visitors - none
4. Approval of Minutes from last Board meeting - minutes were approved. (motion DL, second SA)
5. Director of Operations Report — Jen Brens
 - a. Five interns have been selected for Summer 2018, plus Jared is returning from last year
 - b. Illinois Media School intern Fair was cancelled due to weather, and Jen is waiting to hear back from them regarding possible intern suggestions
 - c. New It's News to Me segment, Sophie at Paramount
 - d. Filming updates
 - i. Preservation Week event on April 28
 - ii. Ellen and Jen working on SpotLight, May 9 and June 6 editions
 - iii. Incubator is filming on May 16
 - iv. Boys Baseball will be at Cougars game on May 19
 - v. Graduation on May 23
 - e. Office staff has been experiencing issues with email and website
 - f. Max and Tom will be trained to cover City and COW meetings
 - g. Looking for options for City Hall cameras
6. Committee Reports
 - a. Marketing - Stephen Perrault
 - i. Focus on Graduation and Sponsorship
 - ii. Print space in Park District Summer brochure (ad) and Neighbors Magazine (regular page)
 - iii. Chamber of Commerce ideas and MainStreet partnerships underway
 - iv. More attention will be given to social media and analytics
 - v. Still trying to find host for Viewpoint
 - vi. New Blog will be posted on the website
 - vii. We have engaged student photographers for ad hoc work

- viii. Next meeting May 14 at 9 am
 - b. Technology - Steve Allen
 - i. Capital equipment purchase plan has been adjusted to coincide with Comcast payments
 - ii. Will get a new graphic package in the spring/summer
 - iii. Next meeting May 14
 - c. Treasurers Report- Dave Lundborg
 - i. Bank signers updated for First State
 - ii. Safe deposit box access will be gained
 - iii. Corporate Authorization resolution for First State Bank was read By Dave Lundborg and approved (motion AW, second SA) by the board (see separate document)
 - iv. Looking to pursue some grants this year
 - v. Next meeting in September, date TBD
 - d. BATV Board Governance — Alan Wolff-update
 - i. Will have Welcome packet at next meeting
 - ii. Annual salary increase formally approved for Jen Brens and is retroactive to January 1, 2018, this was previously approved by the board in Executive Session
 - iii. Next meeting is May 10 at 5 pm
- 7. Old Business - none
- 8. New Business - none
- 9. Adjournment at 8:27 am (motion SA, second DL)