



Your Voice, Your Vision, Your Community

July 2018

Board Meeting

Date: 7-27-2018

1. Call to Order - by Alan Wolff at 7:51 am
2. Roll Call - 6 board members (Alan Wolff, Dave Lundborg, Steve Allen, Rich Henders, Stephan Perrault, and Pam Wicks) were present, plus Jen Brens and Sophie
3. Recognition of Visitors - Tim Wulff, Buttrey Wulff Mamminga Insurance
4. Approval of Minutes from last Board meeting (May) - minutes were approved. (motion SA, second DL)
5. Insurance presentation
 - a. Renewal date is 7/31/18
 - b. \$9600 budgeted, actual will be less than \$8400 after property value recalculation.
 - c. Renewal approved (motion SP, second DL)
6. Director of Operations Report — Jen Brens
 - a. Passed audit for insurance (Tim/Dave) - revised payroll figures
 - b. Corn Boil on 8/17: Dave and Alan to man BATV booth and hand out football schedule magnets
 - c. Obtained general info BATV magnets
 - d. All graduation DVDs mailed
 - e. Office iMac had problems and was replaced by Apple
 - f. Interns in final month. Being required to produce a video testimonial before they leave (can be used for marketing purposes)
 - g. Interns edited 49 Kiss the Sky concerts in 2 weeks
 - h. Filmed promotional video for Cocktails in the Park (Batavia Chamber of Commerce)
 - i. Covered and aired footage from Windmill City Fest
 - j. Volunteer Kevin Botterman filmed tour of new Mobile Stroke Unit ambulance
 - k. Metronet was at high school for site survey - will splice fiber. Beta testing in city will take place 8/21.
 - l. Interns conducted office cleaning and storage organization
 - m. School starts 8/15
 - n. Football season starts 8/24 at Lemont. First home game is 8/31

7. Committee Reports

a. Marketing - Stephan Perrault/Jen Brens

- i. Neighbors Magazine will have feature on BATV's football production
- ii. August focus is "Watch" and sponsorship
- iii. BATV apparel to be purchased soon. Vendor to bring samples in August
- iv. Sponsorships slow so far. Need to follow up with several businesses
- v. Mural for hallway outside BATV approved. TV to be purchased, mounted as part of display. Power from studio outlet
- vi. Next meeting 8/13 at Panera

b. Technology - Steve Allen

- i. Started football prep - testing new audio setup
- ii. Graphics computer shipped - should arrive soon
- iii. Pending quote on snake. SP provided another potential vendor
- iv. Will conduct full test before season
- v. Concerns about van size for upcoming season - may need 2 vans, which is still cheaper than larger van
- vi. Next meeting 8/13 at the studio

c. Treasurers Report- Dave Lundborg/Jen Brens

- i. Jen sent updated mid-year financials
- ii. Next meeting in September, date TBD

d. BATV Board Governance – Alan Wolff

- i. Board elections will be held for President and Vice President positions; letters of intent received from PW, SA

8. Old Business - none

9. New Business - none

10. Adjournment at 8:35 am (motion PW, second SA)