LAC COURTE OREILLES OJIBWE PUBLIC BROADCASTING CORPORATION
HAYWARD, WISCONSIN

BOARD OF DIRECTORS MEETING MINUTES

Friday January 31, 2020

Agenda:
I. Call to Order
II. Roll Call
III. Election of Officers
IV. Reports
   a. Director’s Report
      i. 2019 YTD Report
      ii. Director’s Request (attached email)
V. Financial Report
VI. Next Meeting Date
VII. Adjourn

Attendees:
Don Carley (Conference Call), Mark Lundeen, Trina Starr, Carissa Corbine
Not present: Glenda Barber

Opening:
The regular meeting of the WOJB Board of Directors was called to order at 11:14am on January 31, 2020 in a meeting room at the Tribal Office by Trina Starr.

Election of Officers:
Motion made by Don to appoint Glenda Barber to the Chair position, 2nd by Mark. Motion passed 3-0-0.
Motion made by Don to appoint Mark Lundeen to the Vice Chair position, 2nd by Trina. Motion passed 3-0-0.
Motion made by Don to appoint Trina Starr to Secretary/Treasurer position, 2nd by Mark. Motion passed 3-0-0.
There is another board member spot open, the position has been posted but no inquiries to date. It was discussed to have everyone recruit to fill the spot that would be appreciated, and we will continue to post until filled.

Reports:
Director’s report – 2019 YTD Report (attached):
Discussed the highlights and needs, one of which the AT&T contract needs to be renewed and a follow up with the legal department will follow. The non-profit status needs to be reestablished; this can happen by ensuring the 990 forms are completed which a follow-up with the accounting team will occur. A volunteer position opened up and will need to be filled. The audio library has been updated which was a big project to ensure the transition to electronic access. Although the new transmitter was installed, the payment wasn’t covered by the tribe as previously indicated and WOJB paid out of the
operating account; however, we shall follow up with the tribe’s accounting team to reimburse that amount back to the operating account. FCC compliance with EAS (Emergency Alert System) to provide emergency alerts such as Amber Alerts, etc. to interrupt programs due to emergencies. When the new transmission was being installed, it was brought to the attention that a new transmission line and the antenna’s need to be rewired/replaced. The estimated cost for new antenna’s and new transmission line is $80-$100K; since this is not an option and is a need for service, we will get three bids. The CPB grant POC needs to be updated with new Vice Chair as officer, the Director will work on completing this task.

Director’s report – request:
New employment agreement needs to be completed for the Director.
Discussion on the PTO accrual and the need to update policies for all employees.
Motion made to adopt the PTO tribal policy made by Trina, 2nd by Don. Motion passed 3-0-0. Effective 2/9/2019. All employees’ accruals will be updated.
Motion made to increase wage for Director effective 10/1/2019 made by Don, 2nd by Trina. Motion passed 3-0-0.

Financial Report:
Discussed and reviewed the financials for Quarter 4 2019.

Next Meeting Date
Discussed to have regular scheduled meetings every last Friday of the month; the next meeting will be Friday February 28, 2020.

Adjourn
Motion to adjourn made by Don, 2nd by Trina. Motion passed. 3-0-0.
Adjourned at 11:52 AM.