

**WEST LANE TRANSLATOR, INC.**  
*Post Office Box 91*  
*Florence, Oregon 97439*  
*westlanetv.org Since 1959*  
*A nonprofit corporation dedicated to maintaining free direct*  
*Television and FM broadcasting in West Lane County*

**Agenda for Board of Directors Annual Meeting**  
**January 27, 2021 -- 6:00 PM**  
**Virtual Meeting via Microsoft Teams**

**1) Attendance and Quorum Check for Board Members**

- Call to order: 6:01pm PT
- Present: Julie McGrew (President), Jeff Williams (Secretary), Chris Sorensen (Treasurer), Chris Murray, Scott Anderson
- Absent: Dennis Hunt, John Raymonda

**2) Additions and Deletions to the Agenda**

- None

**3) Approval of Minutes (previously sent by email)**

- Unanimous approval of minutes by board members present.

**4) Reports:**

**a) Remarks from the President: Julie McGrew**

- We continue to be in unique times and no one has a crystal ball as to what lies ahead.
- Our key job is to serve the community with availability of the best quality signals possible and to ensure we as an organization are capable of doing that going forward.
- The current situation will not be resolved overnight, it is prudent to be cautious, careful and conservative in how we maintain the facilities and manage our funds.
- We have a great board, and to ensure that continues we should be always looking for additional potential individuals to join the board so as time passes it can continue to be healthy and effective.

**b) Treasurer: Chris Sorensen**

- Unanimous approval of financial reports by board members present.

**c) Site Manager: Sparks Scott**

- Sparks unable to attend the meeting; the Site Manager, Generator and Tower reports from Sparks were provided prior to meeting.
- Julie McGrew provided additional reporting:
  - Site looks good - site is clear and clean, unneeded signs removed, painting performed.
  - Cleanup of the ash/soot in the building from fires in September was completed.
  - Some outages due to recent storms, generator ran as needed, loss of signal for OPB and KLSR due to other sites (Walker); we coordinated to restore service as quickly as possible to the community.
  - Operations are as expected except for KQFE, covered later in the agenda.

**d) KXCR Liaison: John Raymonda**

- No report - John Raymonda not present.
- Further information on KXCR in unfinished business

**5) Unfinished Business:**

**a) Update on KXCR license transfer – Julie McGrew**

- Grant to transfer approved by FCC; Bill of Sale and Transfer paperwork were signed by KXCR and WLT on 1/20/2021.
- KXCR still has a requirement to file Form 603 Schedule D with the FCC to notify them of consummation of transfer - discussed with KXCR VP Michael Kello.

**b) Aural Studio Transmitter Link License WQUP982**

- WLT has an additional secondary license for the transmission link used from the KXCR studio to Glenada Hill.
- The transfer of this license is normally automatically included with the primary license - KXCR VP Michael Kello has been apprised of this.

**6) New Business:**

**a) Election of board members by membership**

- Terms expiring: Bill Durst, Chris Murray and John Raymonda**
- Chris Murray and John Raymonda volunteer to extend their terms by one year**

- Proposed 2021 Board Membership is: Julie McGrew, Scott Anderson, Chris Sorensen, Chris Murray, Dennis Hunt, Jeffrey Williams, John Raymonda - unanimous vote by members present to accept.

**b) Election of officers by board**

- The following slate for 2021 board officers received unanimous approval by board members present: Julie McGrew, President / Scott Anderson, Vice President / Chris Sorensen, Treasurer / Jeff Williams, Secretary

**c) Increase of tower insurance coverage**

- Review of insurance for the transmission towers was reviewed by the technical committee who identified a need to increase coverage. The increase in coverage was unanimously approved by board members present. An additional review of all insurance coverage will be conducted over the next couple of months to ensure it is appropriate for WLT operations.

**d) Update to User Fee**

- The user fee has been updated based on the categories of WLT expenses that are estimated for the year.

**e) Changes from KXCR license transfer:**

**i. Modifications to WLT Bylaws, sections I(2), I(3), III(7)**

- Unanimous approval of board members present to amend the bylaws to remove these three sections in their entirety as they are no longer relevant due to the transfer of the KXCR license.

**ii. Discontinuation of KXCR Liaison board position**

- This board position is no longer needed due to the transfer of the KXCR license.

**f) Consider purchase of Zoom Pro Plan for WLT virtual meetings**

- Unanimous approval of board members present to purchase a one year term of the Zoom Pro Plan for use by WLT for virtual meetings.

**g) KMTR / KVAL Upgrade of translator equipment – Chris Murray**

- Sinclair broadcasting has started discussions about translator upgrades at Glenada to support upcoming ATCS 3.0. Indications are that this would be at no cost to WLT and the board asked Chris to monitor the efforts and keep them apprised of what WLT's role is to support this effort.

**h) KQFE options on improvements to coverage – Chris Murray**

- KQFE only has 1500W in Eugene which is not enough to reach Glenada for a listenable signal in the community. WLT cannot implement a technical fix on our end to correct for this and will continue dialog with KQFE to explore options for improving their signal in the community.

**i) Shall we explore options to become a non-member 501(c)4?**

- It might be time to look into 501(c)4 options more closely - see what the specific differences are between member and non-member 501(c)4 and whether there is a benefit to WLT to change.
- Initial research will look at some other translator associations in the country, who were also formed to share the cost of bringing signals into the community, and see if what best practices can be learned from how they are established and operating.

**7) Remarks For The Good of the Order**

- None

**8) Adjourn - Next WLT Board of Director meeting: April 28, 2021**

- Adjourned at 7:09pm PT