

**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  
October 27, 2021 -- 6:00 PM, via Zoom**

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

- Call to order: 6:03pm PDT
- Present: Julie McGrew (President), Scott Anderson (Vice President), Chris Sorensen (Treasurer), Jeff Williams (Secretary)
- Absent: John Raymonda, Chris Murray, Dennis Hunt

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

- Addition to the end of unfinished business: 2021 KXCR donation

**3. Approval of Minutes**

- Unanimous approval of July 28, 2021 Q3 meeting minutes as is by board members present.

**4. Reports:**

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

- None

**b) Treasurer: Chris Sorensen**

- Unanimous approval of financial reports as is by board members present.

**c) Site Manager: Sparks Scott**

- Sparks unable to attend the meeting; reports moderated by Julie McGrew.
- Julie added additional details to the Site Manger report regarding the gate locking.

**5. Unfinished Business**

**a) Potential new customer update: ODOT (Chris Murray / Julie McGrew)**

- ODOT has elected to pursue improvements at their current site.

**b) Potential new customer update: Ark Multicasting (Dennis Hunt)**

- Dennis Hunt not in attendance - deferred.

**c) Potential new customer update: KCST (Julie McGrew)**

- Progress is as expected - the physical installation / tower move will most likely occur in spring.

**d) FAA ASR registration with FCC due to update of tower coordinates (Chris Murray)**

- Completed in August - nothing further needed.

**e) Technical Committee recommendations for site improvement (Dennis Hunt / Julie McGrew)**

- With ODOT no longer in play, the plan is to proceed with removal of the cinder block building and making service life improvements to the current vault.
- Julie to get final input from Technical Committee and request a revised bid from the contractor.

- f) **KQFE / KRVM swap between Glenada Hill and Herman Peak (Chris Murray)**
  - Chris Murray not in attendance - deferred.
- g) **ATSC 3.0 upgrade strategy (Chris Murray / Dennis Hunt)**
  - Technical Committee not in attendance - deferred.
- h) **ATSC signal meter (Scott Anderson)**
  - Meter has been purchased and received and is available for WLT testing.
  - Scott to contact Siuslaw Library regarding a public check-out approach.
- i) **OCERI proposal to add AREDN mesh antenna to north tower (Chris Sorensen)**
  - Antenna was installed at the north end of the WLT site pointing north with no reported interference with WLT or customer operations - link testing has shown positive results.
- j) **Insurance policy review (Julie McGrew)**
  - WIP - currently on hold pending determination of additional site improvements.
- k) **WLT possible transition to a non-member 501(c)4 (Julie McGrew)**
  - Additional follow up with attorney regarding questions from the board was not pursued as planned due to cost of the first set of legal guidance.
  - This is a long term effort with no urgency and the WLT board will conduct additional internal research and discussion on options.
- l) **[New item] KXCR 2021 Donation (Julie McGrew)**
  - KXCR has not communicated or demonstrated that the funding requirement for the 2021 donation by WLT of \$6000 has been met (as established at the January 22, 2020 board meeting). WLT will reach out to KXCR to determine the status.

## 6. New Business

- a) **Discussion of board member terms / positions (prep for annual WLT meeting in January)**
  - Julie McGrew, Scott Anderson, Chris Sorensen and Jeff Williams will remain on the WLT board and continue in their current officer positions for 2022.
  - John Raymonda has indicated in earlier discussions with Julie that he will not continue his participation on the WLT board in 2022.
  - Dennis Hunt will continue to participate on the WLT board and Technical Committee.
  - Chris Murray is considering extending participation through 2022 for the WLT board and Technical Committee.
  - Sparks Scott will remain as WLT Site Manager.
  - A new board member will be nominated by Chris Sorensen - local resident Dr. Ralph Garono (Ph.D), who has expressed interest in participating on the WLT board.

## 7. Remarks for the good of the order

- None

## 8. Adjournment

- Adjourned at 6:39pm PDT
- Next WLT Board of Director meeting: January 26, 2022 - Annual Meeting