

**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 26, 2022 -- 6:00 PM**  
**Virtual Meeting via Zoom**

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

- Call to order: 6:02pm PT
- Board members present: Julie McGrew (President), Jeff Williams (Secretary), Chris Sorensen (Treasurer), Scott Anderson
- Board members absent: Dennis Hunt, Chris Murray, 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**

- Thanks to all board members for their service this past year and looking forward to a productive 2022.

**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:
  - Gates are all secure at this time.
  - The A/C unit for the vault malfunctioned and Commercial Air diagnosed that a new condenser fan is needed and a replacement has been ordered. There is no urgency due to the season.
  - The block heater for the generator was determined to be defective in December and has been repaired with a new one.
  - The generator ran for 39+ minutes as designed during utility power failure 1/2/2022.
  - KEZI and KLSR translators were inoperative over the New Year holiday weekend due to power failures at the Walker Mountain relay station outside of Walton preventing the signal from reaching the translators at Glenada Peak.

## 5) Unfinished Business:

- a) **New customer update: KCST WIP – Julie McGrew**
  - No change - this opportunity is still progressing as expected and the physical tower move will most likely begin in spring.
- b) **Potential new customer update: Ark Multicasting – Dennis Hunt**
  - Dennis not present, however conversations with Dennis since the first of the year reflected that he has responded to the various requests for information from Ark and that there has been ongoing dialog for different approaches with positive progress. Dennis is planning to reach out to Ark for an update.
- c) **KQFE / KRVM swap between Glenada Hill and Herman Peak – Chris Murray**
  - Chris Murray not in attendance; no updates provided since last meeting.
- d) **Recommendations for site improvement – Technical Committee**
  - i. **Roof and awning work for current WLT**
  - ii. **Demolition of old vault / cinder block building**
  - Technical Committee not in attendance; no updates provided since last meeting.
- e) **ATSC 3.0 upgrade strategy – Technical Committee**
  - Technical Committee not in attendance; no updates provided since last meeting.
  - The Site Manager Report noted that Sinclair has placed two ATSC-3 compliant translators in the WLT equipment racks in anticipation of being put into service in the future.
- f) **ATSC signal meter – Scott Anderson**
  - Scott has been in communication with Siuslaw Library on the process to allow public check out of the meter. He is preparing the needed library and end user documentation. He will also be organizing a case for the meter and all accessories that makes the check in process for the library as easy as possible.
- g) **Insurance policy review – Julie McGrew**
  - Remains in progress and on hold pending closure on recommended site improvements.
- h) **WLT possible transition to a non-member 501(c)4 – Julie McGrew**
  - There is no urgency on this, but WLT will need to make a decision as to which format it wants to use - the current 501(c)3 or a 501(c)4.

## 6) New Business:

- a) **Election of board members by membership**
  - Terms expiring in 2022: Julie McGrew (Jan), Scott Anderson (Oct), Chris Sorensen (Apr), John Raymonda (Jan). All but John have committed to another term.
  - The board members present discussed and agreed to re-align the terms for Scott and Chris to end in January 2024 and 2025 respectively so all member terms end in January and align to the WLT By-Laws stipulation that terms are to be staggered so that 1/3 of the board positions open each year.
  - Chris Sorensen nominated local resident Dr. Ralph Garono to the board. The nomination was accepted with unanimous approval by WLT members present.

**b) Election of officers by board**

- The following slate for 2022 board officers received unanimous approval by board members present:
  - President - Julie McGrew
  - Vice President - Scott Anderson
  - Treasurer - Chris Sorensen
  - Secretary - Jeff Williams

**c) Renewal of annual Zoom account for 2022**

- Unanimous approval by board members present to renew the annual Zoom subscription at a cost of \$150 in order to host virtual meetings for WLT business

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

- Julie will reach out to the Technical Committee members regarding future meetings.

**8) Adjournment**

- The meeting was adjourned by Julie McGrew at 6:41pm PST
- Next WLT Board of Director meeting: April 27, 2022 6:00pm PDT