

**ILLINOIS VALLEY PUBLIC TELECOMMUNICATIONS CORPORATION**  
**Executive Committee/Finance & Budget Committee Joint Meeting**  
**October 28, 2011**

**Minutes**

Present: Board Chairman Andrew Rand, F&B Committee Chair Marianne Moll, Steve Backlund, Dr. Cynthia Fischer, Jerry Kolb, Nancy Levenick, Chet Tomczyk.  
Staff: Anita Sims, Karen Button (NETA by web)

Absent: Jon Burklund, Joe Strupek, Sal Garza, Tom Spurgeon, Michel McCord

Chairman Rand called the meeting to order at 11:03 a.m. in the WTVP Conference Room.

Ms. Button presented the September financials and answered several questions regarding the numbers presented. The major item of discussion was the Occupancy/Utilities line and the segregation of operating and capital expenses relating to the Entec contract. Other questions dealt with the shortfall in Membership against projection. The Committee requested that a report be prepared that showed performance of stations similar in budget size to WTVP. Ms. Button agreed to prepare reports addressing both questions for the following month's meeting.

Mr. Tomczyk then presented Key Performance Indicators for the first quarter of FY 2012 relating to membership and underwriting. Essentially membership is up from FY 2011 but short of expectations for the current year.

Mr. Kolb reported on the deliberations of the Ad Hoc Committee on the Bequests & Endowment. The committee recommends that money expected to be received from a local estate be placed in the WTVP Endowment and that policies be developed that would allow for varying percentages of withdrawal in the first year or two to cover operational and capital needs, and the a standard percentage in years beyond that. The Joint Committee members were in general agreement but want more information before making a decision. Discussion ensued as to what constitutes a major gift. Chairman Rand asked Mr. Tomczyk to draft a recommendation and policy for consideration by the Board.

Mr. Kolb then reported that he had received a draft of the FY 2011 audit the evening before this meeting. He has a few concerns about presentation that he will discuss with the auditor, and then will schedule a meeting with the Audit Subcommittee to formally receive the audit. The hope is to have this completed in time to present the audit at the November 8 BOT meeting.

Mr. Tomczyk reported on federal legislative activities on behalf of Mr. Burklund. The Senate has reauthorized the Early and Secondary Education Act which is good news for PTV because it includes funding for Ready to Learn. Concern was expressed about the “Super Committee’s” recommendation to President Obama to have TV stations return portions of spectrum to the FCC for auction to mobile providers. Initial impact will be on major market stations, but we will have to monitor developments carefully in case of potential negative impact on our operations.

Mr. Tomczyk then shared the latest draft of a Strategic Plan with the committee. Suggestions were made to include contract work in the plan, find ways to reach future givers, develop relationships with the new museum and the CAT visitor center, and increase accountability of staff, and to be outcome focused. Mr. Rand commended staff on work to date, and indicated that he wanted to meet with staff again after wordsmithing the plan with Mr. Tomczyk.

Finally, Mr. Tomczyk reported that a new health insurance program would be in place with Blue Cross as of November 1. This new plan is expected to save IVPTC nearly \$35,000 over budget projections during the next twelve months. He then reported that the Peoria Symphony Orchestra has been working with a construction firm, but that no work had started yet in the building. He also reported that he would be working with PNC on the continuation of the line of credit that expires on November 30, 2011. Reports will be made to the Committee and to the Board for their action when information is received.

The meeting adjourned at 12:23 pm.

Respectfully submitted,

Chet Tomczyk  
President & CEO