

**Minneapolis Telecommunications Network
Board of Directors Meeting
Thursday, January 21, 2016 - 6:30pm**

Attendance: Jon Thompson, CJ Harrison, Michael Fallon, Mike Reed, Valerie Lockhart, Anita Urvina Davis, Lamarr Scott

Absent: Andres Hortillosa, D.A. Bullock

Public Attendees: Ralph Crowder, Leslie Davis

Meeting called to order: 6:40pm

1. Opening Business

- a. **Public Commentary** (10 Minutes) - Mr. Crowder is here to discuss the accommodations on his complaints, as he has not received any communications since the December Board meeting. He believes MTN should post their meeting notices in the building (at least 2 places) a week before the meeting. He would also like to know the open meeting laws and why we are not recording our meetings for the public. He suggests that next month the meeting be recorded and publicly displayed. Davis asked if other cities record their meetings. Scott said he had researched and there was only one example—and they have since discontinued that practice. Fallon clarifies that we are a public access station that is a non-profit organization paid through cable franchise fees. We are here to provide opportunity for the people of the City of Minneapolis to have a voice. The minutes are the public domain once they are voted on and approved. Thompson explained that we are not obligated to record and we may not have the resources to put toward that.
Mr. Davis came in to get the financial information for the organization and wanted to understand what the funding situation is for the station. Fallon offers to have him come in and meet with him personally during the week.
- b. **Approval of January 2016 Agenda** - LS motioned, MF seconded
- c. **Approval of Minutes from December 2015 Board Meeting** - MF motioned, VL seconded

2. Reports

- a. **Treasurer's Report** (Fallon & Reed) - Nov. financials took longer than usual to process due to an issue with PTO accrual. There was a switch in accounting and the new person was not trained correctly on the accrual process. December vacations/sick time will deplete this amount (line 5154) by approximately half. Fallon will check with auditors to find best practices for handling these "hypothetical" funds to better balance the months. Still looking around for answers on how we can increase funding without increasing spending. He is looking for cost effective strategies.
- b. **City of Minneapolis** (Harrison) - Four appointments are with the Mayor's office. However1 turned out to be living outside of the country, so was disqualified. Qualified applicants will still

be considered.

Agreements between the city and MTN have been signed by MTN and are now awaiting approval by the city. With recent turnovers, they are trying to figure out who is able to fulfill that obligation.

Reporting changes for 2016 will be discussed with Fallon.

- c. **Executive Director's Report** (Fallon) - Staff work planning is in progress. Goals are being set and a working plan is being put together. Will revisit in the mid-year to incorporate more of the Board's Strategic Plan.

Our renovation loans will be paid off in 3 years, freeing up additional money in the budget.

MTN's rental agreement has a cap on rent increases after the current lease (5 years).

Due to a new state reporting requirements for the City of Minneapolis, MTN is to be considered an integral program of the city, which means that our information should be considered a part of the city's audit due 3/31/2016. We may be able to submit the FY2014 Audit in order to be in compliance.

3. New/Old Business

- a. **Board Communication** - MTN is operating a Google Drive, and can create accounts for each Board member. Fallon will check with the Administrator to see what configuration will work the best.
- b. **Organizational Strategic Plan & Vision Statement Update** (Scott & Thompson) - The planning committee began Jan/Feb 2015 with 4 members, and 3 have now left. Information collecting has been ongoing, and how we will continue to track perceptions, expectations, and hopes for the future of MTN. Re-forming the committee is top priority. Lockhart, Reed and Scott would all like to join the committee. Lockhart will send the strategic planning information from Brown to everyone so we can collaboratively look at things and we will update everyone on our progress to-date when the committee convenes again.
Scott has written a version of the Vision/Mission/Core Values statement, and this will be a work-in-progress that will change with input from our stakeholders. Scott would like to develop a funding model and this will be a part of the strategic planning. Scott will send this out electronically to all Board members. Thompson will reach out to Bullock and Hortillosa to gauge interest in joining.
- c. **Update - MTN Diversity Committee** (Bullock) - Postponed until next meeting. Thompson will be meeting with Bullock in the next week.
- d. **Facilitation Planning** - Thompson will be contacting the facilitator (donated time) and Mr. Crowder to set a time. Board, Staff and all involved will be invited to attend.
- e. **Next MTN Board Meeting** (All) - March 17, 2016 will reach out to schedule strategic planning.

Motion to Adjourn - 8:10pm MR motioned, LS seconded.