**A G E N D A**

LETA FULL BOARD MEETING

 **THURSDAY, OCTOBER 9, 2014 ♦ LPB Board Room**

 12:NOON **♦** 7733 Perkins Road **♦** Baton Rouge, LA 70810 **♦** www.lpb.org



1. Call to Order -*Chris Goudeau*

 *LETA Chairman*

1. Approval of Minutes -*Action Item*

 3. Auditor’s Report -*Chris Pinell, Auditor*

  *-Action Item*

 4. Financial Reports -*Joanne Gaudet*

 a. September Finance Report -*Action Items*

b. Fiscal Year 15/16 Budget

 5. Friend’s Report -*Robyn Merrick*

 a. Financial Statement *Friends’ Chairman*

 b. *ART AUCTION* Report -*Action Item*

 c. Special Events

 6. President’s Report -*Beth Courtney*

 a. Senate Debate

 b. Spectrum

 c. Facilities Planning & Control *(Letter in booklet)* *-Don Ballard*

 d. Productions Update *-Clay Fourrier*

 e. Programming (*Hand-Out in booklet)*

7. Other Business/*Adjournment*

**MEETING MINUTES**

**LETA FULL BOARD MEETING**

OCTOBER 09, 2014

**LPB Board Room♦7733 Perkins Road♦Baton Rouge, LA**

**Members Present:** Chairman Chris Goudeau, Friend’s Chairwoman Robyn Merrick, Barbara DeCuir, Glenn Kinsey, Kathy Kliebert, Melissa Kyle, Julie Cherry, Carolyn Hill, Wayne Berry & Barry Landry.

**GUEST: Chris Pinell, Auditor**

**Members Absent:** Deano Thornton, David Bondy, GiGi Carter, Fr. James Carter, Katara Williams, Paul Sawyer and Dr. William Weldon.

**Staff Members:** Beth Courtney, Bill Belsom, Joanne Gaudet, Clay Fourrier, Don Ballard & Sissy Sharpe.

**● The LETA FULL BOARD met on Thursday, August 14, 2014 in the Board Room of LPB.**

 **A quorum of members were present. Below are discussions and action items:**

**Call to Order:** Chris Goudeau, Chairman, called the meeting to order at 12:15 PM.

**Approval of Minutes:** Chairman Chris Goudeau called for a Motion for Approval of Minutes from the August 14, 2014 Full Board Meeting. Barbara DeCuir *Motioned* andDr. William Weldon *Seconded* the *Motion*. Board Member Julie Cherry asked for a *Motion “to amend and* ***reverse*** *the figures under the* *LETA /Foundation Financial Figures titled “Statement of Revenue:”* stating Self-Generated funds should be $698,000 with $617,104 for Discovery Streaming. *Glenn Kinsey Seconded* the *Motion*. Chairman Goudeau noted minutes are AMENDED and asked the board for approval. The Board changes to Minutes were unanimously approved.

**Auditor’s Report:** Chris Pinell, Auditor, presented the FY14 audited Financial Statements for the Louisiana Educational Television Authority (LETA). There were no findings noted for the year ended 6/30/14. Chairman Chris Goudeau thanked Mr. Pinell for his concise report. *Motion* for approval of the Auditor’s Report. Julie Cherry made a *Motion* to accept the audit report and Barbara DeCuir s*econded the motion*. The FY14 audit report was unanimously approved by the Board.

**Financial Reports:**

**LETA:** As of September 30, 2014, we are 25% through the fiscal year and 25% through our annual expenditure budget.

***Revenue***: Total revenue to date is $2,369,710 which is 28% of our overall budgeted revenue, and which is comprised largely of general fund from the State. We’ve received 37% of our general fund - $2,090,736 of our projected $5,672,210 general fund budget. Self-generated revenue at the end of September is $225,219, which is 9% of the total projected self-generated budget of $2,466,273.

***Expenditures***:**:** Total expenditures to date are $2,154,112. Largest expenses to date are salaries and related benefits in the amount of $1,485,516 which is about 22% of the projected annual personal services budget of $6,694,478. Other major year-to-date expenses include $393,666 for operating services (maintenance contracts, utilities, leases, etc.). There are $244,378 in interagency transfer payments for risk management, civil service, and state mail. Total net of revenue over expenses at 9/30/14 is $215,598. We just received $38,000 from Group Benefits that will go into the self-generated funds for PSA’s we produced.

**FOUNDATION:**

***Balance Sheet:*** It was noted that accounts receivable of $248,303 was predominantly due to outstanding invoices for Discovery Streaming and production truck services.

***Statement of Revenue & Expenditures:***  Revenues and expenses remain within budget projections.

***LETA FY16 Budget Request:*** Joanne and Beth discussed the FY16 LETA budget request which must be submitted to the Division of Administration by 10/15/14. *(Itemized Budget is Attached to Minutes*) Chairman Goudeau asked for a Motion to adopt the LETA FY16 budget request. The FY16 Budget Request was unanimously approved by the Board.

**Friend’s Report:** Robyn Merrick, Friend’s Chairwoman presented Financial Reports on the Art Auction sales and bids along with totals for sponsorships. .Robyn reported membership revenue and expense totals through August. The on air revenue is up 12% over last year’s Summer Fest and the 1st Quarter transfer comes to an 18% increase over last year to the Foundation.

Legend honorees Bill Dore of Lake Charles and Steven Soderbergh of Baton Rouge both have scheduling conflicts and will not be able to participate. We are waiting to hear from Joe Dumar and Roland Golden. Governor Kathleen Blanco has accepted. We will give a more updated report at the next meeting. Chairwoman Merrick asked each Board Member to take the Friend’s Newsletter of all the events from their binder. Chairwoman Merrick made a motion to the Board for approval of reports and events. Chairman Goudeau carried the motion to the Board for approval. The financials and event reports were unanimously approved by the Board with no objections.

**President Beth Courtney’s Report:**

**FACILITY REPORT:** Beth Courtney introduced Don Ballard to the Board who has been with LPB since the TV Building Manager and Beth had Don give a report on the progress of LPB’s building facility. Don reported to the Board that in a couple months in 2015 LPB will be celebrating its 40th Year Anniversary. After the Katrina disaster in 2005, Facility Planning and Control asked LPB to submit a plan for hardening our building. As a result, in 2010 we underwent a major electrical renovation project of the building. The building is now 30 years old. Facility Planning and Control’s is continuing their support of LPB for another renovation project. The 2 original 30-year old chillers and cooling tower along with the boiler and all the associated pumps are to be replaced at a cost of $700,000, and the major project should take place at the beginning of the new year and is being supported by State Funds.

**AMERICAN GRADUATE GRANT:** Beth reported to the Board on receiving a grant entitled “The American Graduate Grant” from CPB for $100,000 over a 2-year process. It’s to help reduce the high school dropout rate; along with having children connected to career. Beth added we be reporting to you as we go along and It is on our website for your reading and understanding of this program.

**FCC Correspondence**: Beth noted to the Board Members as part of the judiciary responsibilities is to report on FCC matters. Beth noted that FCC sent a packet of correspondence with the main synopsis is regarding the participation of all stations to bid on a Spectrum Auction. Beth noted they have in the correspondence that it is online and asked everyone to participate. Beth said she will be exploring and discussing with engineers and lawyers to keep you updated as this progresses. Beth added that this is a very complicated process and will need further review before a final report is ready.

**Production Report:** Clay Fourrier reported on status of productions:

1) LPB & The Council for a Better LA is hosting the first statewide televised debate of the campaign for U.S. Senate The candidates are incumbent Mary Landrieu, Congressman Bill Cassidy and Rob Maness. It will be held October 14, 2014 at 7:00PM at Centenary College in Shreveport and will be moderated by LPB President Beth Courtney and CABL President Barry Erwin. It will be from 7:00-8:00PM. The candidates will be questioned by a panel of reporters including Shauna Sanford among other respected reporters. Several TV stations, along with radio stations will receive the Live Debate.

2) Our next Louisiana Public Square will be on *“Louisiana’s Congressional Priorities*”. What should Louisiana’s Congressional priorities be?

3) Shauna Sanford will be reporting on “*Political Ads”* on the next Louisiana “*The State We’re In*”.

**Chairman’s Report:** Chris Goudeau informed the Board we are approaching “Beth Courtney’s Annual Evaluation” and suggested that an Evaluating Ad Hoc Committee make a report to present to the Executive & Finance Committee at November’s Meeting. This can be done briefly before the rest of the meeting begins and then vote on a recommendation to the entire Board to be discussed at the December meeting. Chris announced he will Chair the Ad Hoc Committee.

Beth informed Chairman Goudeau that the Governor’s Office will be appointing new members soon. Chairman Goudeau expressed his anticipation of welcoming the new board members to the December meeting. Glenn Kinsey reported to the Board Chair the members that were appointed to the Evaluation Committee on May 13, 2013 were Glenn, Barbara DeCuir, Dr. Billy Weldon and GiGi Carter.

**Adjournment:** With no further business Chairman Goudeau adjourned the LETA Full Board Meeting at 1:15PM. ***The next* *LETA Full Board Meeting will be held on Thursday, December 18, 2014*.**

***Submitted by Sissy Sharpe ~*** ***ssharpe@lpb.org*** ***~ 225-767-4200***