



OKLAHOMA EDUCATIONAL TELEVISION AUTHORITY
7403 North Kelley Avenue, Oklahoma City, OK 73111

BOARD MEMBERS

Joy Hofmeister, Chair
(Videoconference)

Terri Cornett, Vice Chair
(Videoconference)

Wendy Argenbright
(Videoconference)

Richard Beck
(Videoconference)

Cheryl Evans
(Videoconference)

Lisa Greenlee
(Teleconference)

Kara Hall
(Videoconference)

Burns Hargis
(Not attending)

Joseph Harroz, Jr.
(Not attending)

James Isaacs
(Videoconference)

Glen D. Johnson
(Videoconference)

Mike Martin
(Videoconference)

Larry Rice
(Videoconference)

**If the meeting
connection is lost,
proceedings will be
stopped and an attempt to
reconvene will be made.*

AGENDA

SPECIAL BOARD MEETING

Zoom virtual meeting held in compliance with Open Meeting Act as amended by SB661

October 27th, 2020, 1:00 P.M.*

Facebook Live Location: <https://www.facebook.com/OETAOK>

Chair Joy Hofmeister, Presiding

- 1. Announcement of filing of meeting notice and posting of the agenda in accordance with the Open Meeting Act, 25 O.S. § 311(11) and 307.1(2).**
- 2. Determination of Quorum and Call to Order.**
- 3. Roll Call and Introduction of guests.**
- 4. Report from the Executive Director.**
- 5. Report from the Chair.**
- 6. Minutes of the Previous Meetings:**
 - a. Possible discussion of and/or action concerning the minutes for the virtual special meeting of August 25, 2020.
 - b. Possible discussion of and/or action concerning the minutes for the virtual special meeting of September 10, 2020.
- 7. Review and possible action regarding the Corporation for Public Broadcasting (CPB) Alternate Payee Agreement.**
- 8. Review and Acceptance:** Possible discussion of and/or action concerning the financial and personnel reports.
- 9. Review and Acceptance:** Possible discussion of and/or action concerning the board meeting dates for year 2021.
- 10. Old Business.**
- 11. New Business.**
- 12. Announcement of the Next Meeting:** The next regular meeting is scheduled to be held Tuesday, December 22nd at 1:00 PM at OETA.
- 13. Adjournment.**

Minutes of Virtual Special Meeting of the Authority

1:00 p.m., Tuesday, August 25, 2020

Facebook Live Location: <https://www.facebook.com/OETAOK>

DIRECTORS PRESENT BY VIDEOCONFERENCE:

Joy Hofmeister, Chair
Terri Cornett, Vice Chair
Wendy Argenbright
Richard Beck
Cheryl Evans
Lisa Greenlee
Kara Hall
Burns Hargis
James Isaacs
Glen Johnson
Mike Martin
Larry Rice

DIRECTORS ABSENT:

Joseph Harroz, Jr.

VISITORS PRESENT: Assistant Attorney General Marc Pate, Attorney Patricia Sawyer of Whitten Burrage Law.

STAFF PRESENT: Executive Director Polly Anderson; Vice President of Finance Shawn Black; Vice President of Production Susan Cadot; Vice President of Operations Janette Thornbrue; Vice President of Educational Outreach Curtis Calvin; Vice President of Engineering and Technology Lawson Adams; External Relations Director Chad Haney; Marketing and Communications Manager Aaron Morvan; and, Executive Assistant Brandy Kennedy.

The Oklahoma Educational Television Authority Board of Directors met virtually through Zoom and Facebook Live in special session at 1:00 p.m. on Tuesday, August 25, 2020. A Notice of Meeting had been filed with the Secretary of State and copies of the Agenda and meeting documents were posted in accordance with provisions of the Open Meeting Act as amended by SB661.

Chair Hofmeister called the meeting to order. Anderson called the roll. It was determined that a quorum was present and the meeting was called to order at 1:01 p.m.

Item #4

The Chair recognized Anderson for the Executive Director's report. Anderson recalled to the Board that staff have been working successfully from home since mid-March. Anderson noted that OETA begins its pledge drive Friday, August 28th and runs through Sunday, September 6th.

Anderson confirmed that OETA will continue its at-home learning programming, which airs on the WORLD channel from 11 a.m. through 4 p.m. Monday through Friday. Anderson explained that the programs are paired with *PBS LearningMedia*, a free digital curriculum service.

Anderson noted that in local content, the *Oklahoma News Report* is scheduled to return to a one-hour news show Friday, October 16, which is also its 40th anniversary. Anderson also detailed that OETA's Art Club, a summer program for students 8th-12th grade, highlighted different artists and an art project that students could complete at home. Anderson concluded that this program was completed in eight episodes with approximately 250 participants across the state.

Anderson specified Adams' survey of the physical plants for the translator and transmitter sites. Anderson noted that Friends of OETA, Inc. has budgeted for the costs of certain items such as air conditioners at the transmitter sites. Furthermore, Anderson mentioned that PBS has recently provided an encoder to OETA that will be able to livestream OETA's over the air broadcast. This capability is expected to go live in September.

The Chair and Martin congratulated OETA for growth in both donors as well as financial giving to the Friends of OETA, Inc., emphasizing the impact of the work done by OETA in public education.

Item #5

The Chair reported that OSDE is continuing to explore opportunities to close the digital divide in education, including with OETA as a partner. The Chair specified that OSDE and its partners are committed to helping families who do not have cable with broadband or cellular reach that is required for students in order to connect to their digital learning content. The Chair acknowledged that moving to digital content is needed in every Oklahoma community before the year's end.

Item #6 (Action)

The Board reviewed the minutes for the virtual special meeting of June 23, 2020. The Chair entertained a motion to approve the minutes. Martin made the motion to approve and Rice seconded the motion. Seeing there were no comments or discussion requested, the Chair called for a roll call vote. Anderson conducted roll call to adopt the minutes. Eight members were in favor and two abstained due to absence at the prior meeting; the motion carried. The Chair announced the minutes as adopted at 1:10 p.m.

Item #7 (Action)

Black reviewed the personnel and financial reports with the Board. Black specified that the Friends of OETA, Inc. will transfer the PBS dues to the Authority so that OETA will pay for the dues directly. He noted that in years past, the former foundation of OETA would pay these dues directly. He explained that this change is being made so that the OETA budget more accurately reflects its expenditures. Pate clarified that while there is no official position from the Attorney General, the change

was reviewed by OMES. That office confirmed that the change met their approval, which Pate also approved. Seeing there were no questions, the Chair entertained a motion to approve the personnel and financial reports. Rice made the motion to approve, and Martin seconded the motion. The Chair called for a roll call vote. Anderson conducted the roll call vote, and all were in favor. The motion carried at 1:14 p.m.

Item #8 (Action)

The Chair entertained a motion to approve the slate of officers for fiscal year 2021. Greenlee made the motion to approve, and Evans seconded the motion. The Chair called for a roll call vote. Anderson conducted the roll call vote. All were in favor and the motion carried at 1:12 p.m.

Chair Hofmeister entertained a motion to go into executive session. Cornett made the motion to enter executive session and Greenlee seconded the motion. Anderson called the roll to enter executive session. The vote was unanimous and the Board entered executive session at 1:16 p.m.

At 2:15 p.m., Anderson noted there was a quorum present, so the Chair entertained a motion to come out of executive session. Johnson made a motion to exit executive session and Martin seconded the motion. Anderson conducted a roll call vote. All were in favor and the motion passed; the Board came out of executive session at 2:15 p.m. The Chair noted that no votes were taken during executive session, and that the Board received notes from council.

Item #9

The Chair announced the next regular meeting is set for Tuesday, October 27, 2020 at 1 p.m. at the OETA network headquarters in Oklahoma City, OK.

Adjournment

There being no further business to come before the Authority, Chair Hofmeister called for a motion to adjourn the meeting. Johnson moved to adjourn the meeting and Hall seconded the motion. All were in favor, and the meeting was adjourned at 2:17 p.m.

Adopted this day of Tuesday, October 27, 2020.

Joy Hofmeister, Chair

Terri Cornett, Vice Chair

Minutes of Virtual Special Meeting of the Authority

1:00 p.m., Thursday, September 10, 2020

Facebook Live Location: <https://www.facebook.com/OETAOK>

DIRECTORS PRESENT BY VIDEOCONFERENCE:

Joy Hofmeister, Chair
Terri Cornett, Vice Chair
Wendy Argenbright
Cheryl Evans
Lisa Greenlee
Kara Hall
Burns Hargis
James Isaacs
Glen Johnson
Larry Rice

DIRECTORS ABSENT:

Richard Beck
Joseph Harroz, Jr.
Mike Martin

VISITORS PRESENT: Assistant Attorney General Marc Pate.

STAFF PRESENT: Executive Director Polly Anderson; Marketing and Communications Manager Aaron Morvan; and, Executive Assistant Brandy Kennedy.

The Oklahoma Educational Television Authority Board of Directors met virtually through Zoom and Facebook Live in special session at 1:00 p.m. on Tuesday, September 10, 2020. A Notice of Meeting had been filed with the Secretary of State and copies of the Agenda and meeting documents were posted in accordance with provisions of the Open Meeting Act as amended by SB661.

Chair Hofmeister called the meeting to order. Anderson called the roll. It was determined that a quorum was present and the meeting was called to order at 1:14 p.m.

Item #4 (Action)

Chair Hofmeister entertained a motion to go into executive session. Evans made the motion to enter executive session and Greenlee seconded the motion. Anderson called the roll to enter executive session. The vote was unanimous and the Board entered executive session at 1:15 p.m.

At 1:31 p.m., Anderson noted there was a quorum present, so the Chair entertained a motion to come out of executive session. Johnson made a motion to exit executive session and Cornett seconded the motion. Anderson conducted a roll call vote. All were in favor and the motion passed; the Board came out of executive session at 1:32 p.m.

The Chair noted that no decisions were made or votes cast during executive session,

and that the Board had Assistant to the Attorney General Pate attend the session.

Rice made a motion to reset Executive Director Anderson's salary to \$160,000 annually, retroactively to July 1, 2020, to reflect her additional duties with the Friends of OETA in conjunction with their continued annual financial support to the OETA authority. Greenlee seconded the motion. The Chair requested a roll call vote. Anderson conducted the roll call vote. All were in favor and the motion passed at 1:34 p.m.

The Chair thanked Anderson for the work completed and the team built at OETA in order to overcome the hurdles and challenges in programming during a pandemic. The Chair commended OETA for bringing tremendous value to Oklahomans across the state. Anderson also thanked the Board for their support.

Item #5

The Chair announced the next regular meeting is set for Tuesday, October 27, 2020 at 1 p.m. at the OETA network headquarters in Oklahoma City, OK.

Adjournment

There being no further business to come before the Authority, Chair Hofmeister called for a motion to adjourn the meeting. Johnson moved to adjourn the meeting and Cornett seconded the motion. All were in favor, and the meeting was adjourned at 1:36 p.m.

Adopted this day of Tuesday, October 27, 2020.

Joy Hofmeister, Chair

Terri Cornett, Vice Chair

PERSONNEL REPORT
Full-time and Permanent part-time employees

For The Period August 1, 2020 to September 30, 2020

NEW EMPLOYEES

<u>Name</u>	<u>Position</u>	<u>Salary</u>	<u>Effective Date</u>
Steven Shaw	Reporter	\$40,000	8/17/20

PROMOTIONS

<u>Name</u>	<u>From</u>	<u>To</u>	<u>Salary</u>	<u>Effective Date</u>
None				

TERMINATIONS

<u>Name</u>	<u>Position</u>	<u>Salary</u>	<u>Effective Date</u>
None			

RETIREMENTS

<u>Name</u>	<u>Position</u>	<u>Salary</u>	<u>Effective Date</u>
None			

RECOMMENDATION

That the personnel report for the period ending September 30, 2020 be approved as submitted.



Oklahoma Educational Television Authority 2021 Regularly Scheduled Meetings

In accordance with Oklahoma Statute, Section 70-23-105 (operative July 1, 1985), the Authority shall meet at least quarterly. The Authority meetings are conducted on the fourth Tuesday in February, April, June, August, October and December.

February 23, 2021

April 27, 2021

June 22, 2021

August 24, 2021

October 26, 2021

December 28, 2021 (tentative)

Meetings will convene at 1:00 p.m. in the Garrett Trey King Conference Room, OETA headquarters, 7403 North Kelley Avenue in Oklahoma City, Oklahoma unless otherwise noted.