

Lehigh Valley Public Telecommunications Corporation (“LVPTC”)  
BOARD OF DIRECTORS MEETING  
Monday, July 29, 2024, at 1:00 p.m. via Zoom

**DIRECTORS PRESENT:**

Dr. Rick Bucher  
Mr. Luis E. Campos  
Mr. Todd P. Donnelly  
Mr. John Eureyecko - *Member Emeritus*  
Mr. Timothy S. Fallon  
Mr. John S. Huemmrich  
Mr. Michael S. Keim  
Ms. Tinku Khanwalkar  
Judge Joseph F. Leeson, Jr.  
Ms. Lucindalea B. McCarthy  
Mr. Imtiaz Patel  
Mr. Laks Srinivasan  
Mr. Joesph Topper  
Mr. David W. Willard  
Dr. Christopher S. Wolfel  
Ms. Susan C. Yee

**STAFF PRESENT:**

Mr. Steven Bahmueller  
Mr. Stephen Budihis  
Ms. Jean S. Magilton

**Members of the Public:**

Ms. Danielle Gustafson  
Mr. Jeff Ward

**I. Welcome and Introductions**

Mr. Keim called the meeting to order at 1:02 p.m. and noted there was a quorum. Mr. Keim welcomed new Board members Judge Joseph Leeson, Dr. Rick Bucher, Mr. Joe Topper, and Mr. John Huemmrich. Mr. Keim also noted that there are two community members joining the meeting.

**II. Approval of Minutes**

Mr. Keim asked for a motion to approve the minutes from May 20, 2024. Mr. Campos made the motion. Upon the second by Ms. Yee, the motion carried, and the Board unanimously approved the minutes from May 20, 2024.

### **III. Content and Education Committee Report**

Ms. McCarthy shared that the July meeting had to be cancelled, but wanted to mention that the purpose of the Content and Education committee is to receive initiative updates and key performance indicators from/for the education department and *LehighValleyNews.com*, and that there is very little new to report at this time.

### **IV. Community Cultivation and Engagement Committee Report**

Mr. Donnelly shared that the organization will have a presence at both Musikfest and the Allentown Fair. There will be a “Meet the Reporter” event and also a sign-language presentation on Labor Day. Ms. Yee said that this year, the Good Neighbor Award nomination recommendations are open to the public.

Ms. McCarthy asked how the “Meet the Reporter” project is coming along; Mr. Donnelly said he will provide an update in his next report.

### **V. Technology Committee Report**

Mr. Srinivasan shared a technology infrastructure risk assessment is currently being performed and roadmap completed to update our technology infrastructure. Mr. Keim noted said that there was an email compromise situation at the organization which has been addressed.

### **VI. Corporate Governance Committee Report**

Ms. Yee said that a goal of our next Board of Directors meeting in September is to gather any nominations for new Board members, as December will be our annual meeting. Ms. Yee thanked Mr. Keim and Mr. Srinivasan for their work on the Transformation Council.

Mr. Keim shared that the Board meetings in May and December will be in-person meetings, while the remainder will be Zoom only. There may be another in-person Board meeting scheduled, as warranted.

### **VII. Finance Committee Report**

Mr. Campos shared that the 2025-2026 budget was approved at the May Board meeting. Mr. Bahmueller shared his screen to show financial presentations:

- Year-to-date Revenue finished at 4.76m, which is 2.38m under budget.
- Year-to-date Operating Costs finished at 11.7m, which is 1.04m under budget.
- Year-to-date Operating Loss finished at 6.95m, which is 1.34m above budget.
- Fiscal 2025 budget – revenue \$5.1 million and operating expenses of \$9.6 million

Ms. Khanwalkar questioned the ability to achieve the 2025 revenue budget; Mr. Bahmueller noted the organization has a consistent base level of revenue and we are projecting an increase in production revenue and receipt of earned income tax credits.

Mr. Keim asked for a motion to approve the finance report; Mr. Campos made the motion, Ms. Khanwalkar seconded; the finance report was approved. Ms. Yee asked Mr. Bahmueller to share a monthly printout of Board-approved funding.

Mr. Bahmueller explained that \$147,000 of cash budgeted in August will be needed in July due to the timing of funding payroll. Mr. Keim further clarified that this is simply a timing difference and combined the July and August cash need is consistent with budget. Mr. Campos made the motion to approve the funding; Ms. Khanwalkar seconded. The funding for July payroll was approved.

#### **VIII. Legislative Update**

Mr. Fallon shared his screen to show a presentation on government funding. Governor Josh Shapiro submitted a 24/25 budget proposal which included \$875k for public media to be split by the seven Pennsylvania PBS stations; this was not approved. However, there is a job training grant that is expected to pass which will provide the seven stations with \$125K each. Representative Josh Siegel is currently working on a \$15m tax credit for the PA PBS stations. Ms. Yee would like a copy of the job training grant, and Ms. Khanwalkar would like to have a list of which representatives have indicated their support for the tax credit proposal.

#### **IX. Organizational Updates**

Mr. Budihas reported that he has seen more collaboration across the organization. A new monthly newsletter has been created to provide improved and consistent communication. The monthly Staff lunches with the Board are appreciated.

#### **X. Old Business**

No old business.

#### **XI. New Business**

No new business.

#### **XII: Public Comments**

Ms. Gustafson introduced herself as a recent member of the Lehigh Valley Community and shared her appreciation on the organization's focus on reliable information. Mr. Ward had no comment.

#### **XV. Adjournment**

Mr. Keim adjourned the Public Session of the LVPTC Board meeting was adjourned at 2:13 p.m. The Board then met in Closed Session.

Minutes prepared by: Jean S. Magilton