



Permian Basin Public Telecommunications, Inc.
Board of Directors Meeting Minutes
Wednesday January 27th, 2016
12:00PM, C.E.E.D. Board Room

Board Members Present: Craig Van Amburgh, Dr. Robert Brescia, Pat Canty, Dr. Keith Graumann, Karmen Hendrix-Bryant, John James, Les Littlejohn, Stephanie Rivas and Jane Wolf

Staff Members Present: Carla Holeva, Donna Robertson, Jazmin Shotts

Others present: Ron Kirby, Jim Rhotenberry

On the phone: Neal Kittredge-Boles

1. Call to Order –Craig Van Amburgh at 12:04PM
2. Presentation of audit – Ron Kirby
 - a. ACTION ITEM: Dr. Keith Graumann moved to approve the Permian Basin Public Telecommunication, Inc. Audit ending August 31, 2015. Stephanie Rivas seconds. Motion carries.
3. Approval of Minutes
 - a. ACTION ITEM: Karmen Hendrix-Bryant moved to approve Minutes from October 2015 meeting. Les Littlejohn seconds. Motion carries.
4. Financial Reports – Dr. Keith Graumann & Neal Kittredge-Boles
 - a. ACTION ITEM: Pat Canty moved to approve finance report for October 2015. Les Littlejohn seconds. Motion carries.
 - b. ACTION ITEM: Dr. Keith Graumann moved to approve finance report for November 2015. Les Littlejohn seconds. Motion carries.
 - c. ACTION ITEM: Pat Canty moved to approve the finance report for December 2015. Dr. Keith Graumann seconds. Motion carries.
5. Ritz Update- Jim Rhotenberry and Building Committee. Board was updated on current state of renovation of Ritz building. Neal Kittredge-Boles updated the Board on Capital funds available.
 - a. ACTION ITEM: Pat Canty moved for Basin PBS to stay at the Ritz, Authorize Jim Rhotenberry to strategize on next steps for the beginning of renovations, which would include spending funds necessary for stabilization structure of the building. Prior to proceeding, Jim Rhotenberry will contact Building Committee to inform of cost. Les Littlejohn seconds motion. Motion carries.
6. CEO Report – Carla Holeva
 - a. Board was updated administrative office move, and welcomes Donna Robertson as Director of Development.
7. Board Discussion
 - a. Board was updated on CAC meeting held on January 19th by Dr. Bob Brescia.
 - b. Board was reminded of annual giving. Jane Wolf asked all board to become current members of Basin PBS for the FY2016 and to give towards the Capital Campaign needs. Carla reminded the board that many foundations request that board giving be at 100%.
8. Craig Van Amburgh adjourned meeting at 1:24PM

Next meeting scheduled for Wednesday, February 24th, 2016. C.E.E.D. building boardroom at noon.