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Lehigh Valley Public Telecommunications Corporation (“LVPTC”)

BOARD OF DIRECTORS MEETING

Monday, September 29, 2025, at 1:00 p.m.

**DIRECTORS PRESENT:**

Mr. Michael S. Keim (Chair)  
Dr. Rick A. Bucher  
Mr. Luis E. Campos  
Mr. Todd P. Donnelly  
Ms. Tinku Khanwalkar  
Judge Joseph F. Leeson, Jr.  
Mr. Laks Srinivasan  
Dr. Christopher S. Wolfel  
Ms. Susan C. Yee  
Mr. John S. Huemrich  
Mr. Joe Topper

**STAFF PRESENT:**

Ms. Hasanna Birdsong (Staff Liaison)  
Mr. Stephen Bahmueller  
Mr. Stephen Budihas  
Ms. Rachel Knoblach  
Mr. James Deegan

**PARTNER(S) PRESENT:**

Ms. Dolores A. Laputka, Esq.

**PUBLIC PRESENT:**

Mr. Jeff Ward  
Ms. Natalie Javitt

**I. Welcome and Introductions**

Mr. Keim opened the meeting at 1:07 p.m. and noted that there was a quorum.

**II. Approval of Minutes**

Mr. Keim asked for a motion to approve the minutes; Ms. Yee made the motion, Mr. Campos seconded; all approved; the minutes were approved.

### **III. Finance Committee Update**

Mr. Bahmueller shared his screen to present the financial reports:

#### FY 26 August Overview

- Revenue: YTD \$413,963, YTD vs. Budget \$149,260, YTD vs. FY25 (\$86,913)
- Operational Expenses: YTD \$1,231,945, YTD vs. Budget (\$124,989), YTD vs. FY25 (304,934)
- Net Operating: YTD (\$817,981), YTD vs. Budget \$274,249, YTD vs. FY25 \$218,021
- Funding Draw: YTD \$1,040,804, YTD% 1.43%, September (P) \$286,680
- Investment Balance: Balance \$79.4M, Income \$154,000, Unrealized Gain \$2.15M

\*Other reports that were shared are part of the addendum

Mr. Campos stated that the IPS (Investment Policy Statement) was reviewed at the last Financial Committee meeting and there is a plan to review it at the next full board meeting.

Mr. Keim said the intent is to approve the final budget for the year at the next full board meeting.

Mr. Keim asked why membership is now included in revenue.

Ms. Birdsong stated it was because a bulk of our revenue comes from membership as of today with our loss of CPB funding.

Ms. Yee asked about the channel share fees listed.

Mr. Bahmueller explained that LVPM pays two (2) other spectrum stations. This has now ended due to our federal funding ending, but we will continue to pay them until the end of October.

Mr. Topper asked if PBS national was planning to stay open.

Ms. Birdsong stated that they have two (2) years of content ready to go for member stations. She also shared that PBS member stations are discussing how programming would be distributed between stations should PBS national go away.

Mr. Keim stated that we need to strategize where content is coming from as local content will be more impactful for our community.

### **IV. Corporate Governance Committee Update**

Ms. Yee stated that their committee is discussing what skill sets are needed for the board to select new members by December 31, 2025, and expects to have this in place by the end of September 2025.

#### Resolution 2025.05: Term Limits Amendment

Ms. Yee also discussed an amendment to the bylaws so board members would serve three consecutive three-year terms. This will in turn help to oversee commitment of board members.

Mr. Topper made the motion to approve the resolution; Mr. Donnelly seconded; all in favor.

Mr. Keim explained that shortening the term limits and filling the skills gap allows for seasoned members to help guide new members.

### **V. Transformation and Technology Committee Update**

Mr. Srinivasan explained that the following items are in development:

- AI Policy
- Focus on inventory and all existing assets
- Tech Roadmap
  - Need strategic direction for the “now” as there are a lot of capabilities we don’t have today
  - We need to roadmap what we have and what is needed to get to where we want to be

Mr. Keim stated that the board has spent two years in the trenches and needs to get back to governance, and the board needs to play a bigger role in funding.

Mr. Donnelly stated that he does not feel comfortable asking for money until a strategic direction is put in place.

## **VI. Organizational Update**

Ms. Birdsong shared her First 84 Days Presentation. Highlights included the following:

- Community generated content will allow the organization to get away from PBS generated content.
- Non-Profit collaborations
  - Formalized Crazy 8s so LVPM is the premier organization to run this program for local school districts
  - Working with GACLA and HCC to engage with our Latino neighbors
  - La Mega is working to produce a Spanish page for lehighvalleynews.com
  - We will be livestreaming Innastar's gala which has expanded our Production U program

Ms. Khanwalkar asked if we could come up with metrics to see what partnerships we need to focus on most to be more strategic on how money is brought in.

Ms. Yee asked what the strategy is to bring in revenue from these organizations.

Mr. Wolfel stated that Ms. Birdsong is helping us to build the relationships with organizations in the community; the more we connect, the more it will allow us to bring in revenue and partnerships.

Mr. Campos stated that Ms. Birdsong is also helping the organization mend relationships in the community, but the board needs to right the ship.

## **VII. October Budget**

Ms. Birdsong shared a budget proposal for October and noted that it is based on a run rate.

Ms. Yee asked if we were asking for a \$454k disbursement and Mr. Keim asked if there was any significant capital expenses.

Mr. Budihas stated that one (1) expense is \$50k and another one (1) is close to \$100k, but there is savings against the second item.

Ms. Khanwalkar made the motion to approve the October budget; Mr. Campos seconded; all in favor.

## **VIII. Public Comments**

Mr. Jeff Ward stated there is a huge gap in reality and a lot of people don't know we exist. He also stated that if any employee says they are tired, maybe they are not right for the job they are in.

Ms. Natalie Javitt asked if there was any update on WLVR.

Mr. Srinivasan noted that there is still no decision and it would be discussed during closed session.

Mr. Keim ended the Open Session at 2:32 p.m. The Board of Directors then met in Closed Executive Session.

Minutes prepared by: Ms. Rachel Knoblach

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**When may a meeting be closed?** The Act allows stations to hold Closed Meetings, or to close an Open Meeting, when discussing any of the following:

1. Matters concerning individual employees;

2. Proprietary information;
3. Litigation and other matters requiring confidential advice of counsel;
4. Commercial or financial information obtained from a person on a privileged or confidential basis; or
5. Purchase of property or services, if the premature disclosure of the transaction would compromise the station's business interests. §396(k)(4).