

**Alaska Public Broadcasting Commission**

**Quarterly Meeting**  
**May 29, 2008 at 3:15 p.m.**  
**May 30, 2008 at 8 a.m.**

Residence Inn's Conference Room  
1025 35<sup>th</sup> Avenue, Anchorage

**and via**

**Teleconference**

To Participate by Teleconference:

1-800-240-3895 PIN: 425281#

**Addendum Materials:**

APTI Discretionary Fund Report  
APBC ~ APBI Memorandum of Agreement

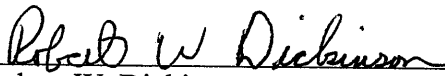
Progress report on Backup Generator project for  
Broadcast commission discretionary Funds

Date: May 15, 2008

APTI to date has made the following progress on this project. Successfully installed the Generator set here at the Elmo Sackett Broadcast center. The welding fabricator has built and installed the custom exhaust system that was required for this project to get the exhaust above the air intakes to The HVAC system that supplies air to the building. The Electrical contractor has completed the electrical wiring and the local inspector has approved.


NC power systems have successfully tested the generator and transfer panel.

The last phase of this project is in process now, it involves reconfiguring circuits within our building to be on the backup generator. Once this work is completed and APTI has received the final invoices for this project APTI will be ready to close out the grant.

  
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Robert W. Dickinson  
Director of Engineering  
Alaska Public Telecommunications, Inc.  
38877 University Dr  
Anchorage, AK 99508

**Financial Report Summary:**

APTI utilized the \$6,238 awarded by the APBC discretionary fund toward purchase of the generator unit. Total cost of the generator was \$40,335. Copy of invoice was forwarded with January 2008 report.

  
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Karen Olstad  
Chief Financial Officer  
Alaska Public Telecommunications, Inc.

***APBI BOARD'S PROPOSED REVISIONS (5/28/2008)***

**Memorandum of Agreement for  
Administrative Services for  
The Alaska Public Broadcasting Commission (APBC)  
Provided by  
Alaska Public Broadcasting, Inc (APBI)**

**Scope of Work:**

Serve as the single point of contact with the State of Alaska, Department of Administration, regarding the administration, management, planning and coordination of issues impacting the public broadcasting system.

***Provide professional advice to the APBC regarding the administration, management, planning and coordination of issues impacting the public broadcasting system.***

Maintain a physical presence in Anchorage with appropriate facilities to conduct normal business operations, including the storage/archive of current APBC records, mailing and physical address, telephone and electronic mail presence.

Serve as the Commission's single point of contact to the appropriate national, regional and other public broadcasting affinity organizations as required.

In cooperation with the Regional Managers prepare and provide to the Commission the annual system wide operating budget requests ***together with recommendations for action.***

Provide the State of Alaska, Department of Administration, information regarding the Commission's annual appropriated grant amounts and coordinate the preparation, delivery and execution of individual grant agreements.

Monitor grantee compliance with the Commission's adopted grant criteria and report to the Commission on a quarterly basis the status of each grantee.

Report to the Commission, through the Annual Station Survey, the status of the system including financial, programmatic, and other standard industry measures of performance.

Coordinate and administer four Commission meetings annually, including at least one in-person meeting.

Submit required APBC financial reports to the State of Alaska as regards this scope of work.

**Memorandum of Agreement for  
Administrative Services for  
The Alaska Public Broadcasting Commission  
Provided by  
Alaska Public Broadcasting, Inc.**

**Terms of Payment:**

APBI will continue to provide services as defined in this scope of work in return for grant funding of \$48,300 by APBC.

Ninety percent of the grant funds will be paid to APBI within fifteen days of the approval of the appropriate State of Alaska Grant Agreement. The remaining ten percent will be paid in the fourth quarter of the fiscal year following the submission of the March financial report.

**Communication Regarding Services:**

Communication on behalf of APBC with the APBI Executive Director will be through the Chair(s), to APBI's executive director other than for routine matters as defined in this grant. Additional requests outside this scope of work will be communicated by the Chair(s) to the President of APBI and may require additional grant funding.

**Term of Grant:**

The grant is for a one-year term and will be authorized at the annual budget meeting of the APBC. The term of the grant is July 1, 2008 through June 30, 2009

**Termination of Grant**

This grant may be terminated by either APBC or APBI with a minimum of 120 days notice, or earlier if mutually agreeable. Funds disbursed to APBI at the time of termination will remain with APBI.

Approved By the Alaska Public Broadcasting Commission, May 30, 2008.

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*Brenda Hewitt, APBC Chair*

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*Lisa Herwald, President, APBI*