

# MINUTES

## *BKAT Citizens Advisory Committee Meeting*

Meeting Date: June 13, 2023

7266 Tibardis Rd NW Bremerton, WA 98311

In person

Date of Approval \_\_\_\_\_

A regular meeting of the Board of Directors, BKAT, was held in BKAT studios on June 13, 2023. The meeting convened at 5:30 P.M.

Members of the Board in attendance: Chairman, Beth Crittenden, Vice, Mark Miller, and Secretary, Gina Schulz; Sheldon “Doc” Parr, Vanessa Acierto, Jay Montgomery, Tom Peterson, Scott Wistrand.

Members not in attendance: Rebecca Pirtle, Stephen McNutt

Also Present: Colleen Miko, Mike Barnet, Mike Spencer

1. **Call to Order:** Chair, Beth Crittenden called the meeting to order at 5:30pm
2. **Introductions:** Everyone introduced themselves around the table.
3. **Approval of Minutes:** Minutes of the March 2023 meeting of BKAT were approved as printed and distributed to the members of the board. Motion to approve Mark Miller. Seconded by Scott Wistrand.
4. **Public Comment:** No Public Comment
5. **Managers Report:** BKAT manager, Colleen Miko report was skipped due to tour of the BKAT studio prior to the meeting.
6. **Old Business:** No old Business.
7. **New Business:**
  - a. BKAT staff debuted a short video titled “How to Get Your Video on BKAT” about how a community member can get the videos they create themselves to air on BKAT. Discussion around the table how to promote what BKAT purposeful mission is. How the members around the board can contribute to meeting the goal BKAT has in promoting BKAT on social media platforms. Further contribution around the continuity of social media users and the various platforms users use to gain information Locally. It was brought up BKAT could make a video about how to Like, Follow, Share, Subscribe and Send on various Social Media platforms. BKAT uses Facebook, YouTube, Vimeo.
  - b. OPMA Guidelines: Colleen went over the Open Public Meetings Act guidelines. OPMA guidelines require members to take trainings on the WA State Attorney General's website within 90 days of appointment and again at 4 years of service, if still participating. The training is self-directed, and a certificate of completion is available on the website to download after finishing the 5 required lessons. Once you complete these trainings, that should be send to Colleen to be sent to the City of Bremerton for record keeping. Please complete your training by the next meeting. Colleen will send links to these videos to all members of the advisory committee.

- c. BKAT Promotion Ideas: Colleen went over more of the onboarding for new members. Discussion about BKAT strategic goals and how this board can align their efforts to help BKAT meet those goals. What can we as a board contribute so BKAT can fulfil the mission of BKAT and meet their goals.
    - i. What BKAT does.
      - 1. Programming
    - ii. How to watch BKAT.
      - 1. Comcast Channel 12, Astound Wave Channel 3 and live streaming at [www.bkat.org](http://www.bkat.org).
      - 2. Social Media subs, followers and likes.
    - iii. Broadband delivers a lesser quality picture on tv. Social Media is free.
  - d. Schedule Formatting for this Committee meeting.
    - i. Look for reminders of the Advisory Committee meeting times and the agendas and minutes on the BKAT website and the City of Bremerton calendar online. BKAT is not required to offer a hybrid format for meetings, per OPMA guidelines.
    - ii. Discussion about regularity of meetings and whether more frequent meetings were needed or desired. Meetings have been held quarterly for several years. It was decided that the quarterly meeting schedule was working for the purposes of the Committee and that were there to be projects needing more frequent meetings, that individuals working on future projects could decide to meet for those specific purposes if needed.
    - iii. Next meeting of BKAT Community Advisory Committee Meeting: September 12<sup>th</sup> at 5pm at the BKAT office (7266 Tibardis Road NW Bremerton, WA 98311)
8. Good for the Order. Tom Peterson announced OC Student Showcase at SeeFilm on 6/14. Sheldon Parr gave a summary of upcoming festivals and events being filmed by WestSound TV.
9. Adjourn. Motion to Adjourn Mark Miller. Seconded by Tom Peterson.

Gina Schulz, June 14, 2023

Secretary

Date of Approval