CABLE TV COMMITTEE MEETING MINUTES
JULY 23, 2012

The meeting was called to order by Chairperson Holck at 5:03 p.m. in Suite 1 of the Community Plaza II building, 101 W. McMillan Street.

PRESENT: Ed Gerl, George Holck, Dean Markwardt, Shawn Warren and Alderperson Earll
ALSO PRESENT: Public Access Coordinator Dan Kummer and Deputy Clerk Panzer
EXCUSED: Jim Daniels
ABSENT: Brian Sauer

PUBLIC COMMENTS

Ed Gerl mentioned that he was experiencing problems with Channel 3 and also the upper channels. The sound is good, but the picture is freezing up.

Kummer said it could be a system or box problem and advised him to contact Charter Communications.

APPROVAL OF MEETING MINUTES

CTV12-037 Motion by Markwardt, second by Warren to approve the minutes of the June 25, 2012 meeting as submitted.
Motion carried

CORRESPONDENCE

None.

RESEARCH UPDATE FOR REMOTE CAMERA AND SOUND SYSTEM FOR ROOM 108 AT CITY HALL

Preliminary estimates to outfit Room 108 at City Hall came in at around $10,000 for a three camera remote system. We need to look at other options including an analysis of room use and present labor costs along with a priority of other upgrades the station needs.

It was decided that it wouldn't be feasible to install a remote camera system in Room 108 at this time.

PUBLIC ACCESS COORDINATOR'S REPORT

Kummer presented the Public Access Coordinator's Report for July 2012. (See attached report.)

CTV12-038 Motion by Earll, second by Markwardt to receive and place on file the Public Access Coordinator's Report.
Motion carried

REVIEW REVISED 5 YEAR NEEDS ASSESSMENT

A revised 5 Year Needs Assessment was not available. Kummer included the 5 Year Needs Assessment that he developed in 2011 in the 2013 Cable TV budget. The 5 Year Needs Assessment needs to be updated. Kummer and the Cable TV Committee members will be working on updating the 5 Year Needs Assessment at a later date.

BILLS
The bills were reviewed.

Deputy Clerk Panzer pointed out that the B&H bill in the amount of $752.99 that was included in the packet was not included on the July Bill Query and the B&H bill listed as $39.00 on the July Bill Query should be listed as $39.90.

CTV12-039 Motion by Markwardt, second by Earll to authorize payment of the following bills as presented:

Charter Business	$ 204.75
Vidcom, LLC	1,319.12
B&H (Invoices 61948968 & 61979836)	792.89
We Energies	12.69
Veolia Environmental Services	37.29
Media Distributors & The Tape Company	234.56
Granicus	600.00
Quill (Invoices 4133976 & 414209)	80.37
Total	**$3,281.67**

Motion carried

UPDATE ON 2013 BUDGET
The proposed 2013 Cable Television budget was reviewed in detail.

It was decided to remove the Granicus H.264 Streaming Video Encoder from the proposed 2013 budget due to recent communication with Granicus regarding upgrades and package price changes. This item needs to be discussed with Administration. It was also decided to add an additional IMAC Desktop computer to the proposed 2013 budget, changing the total to five instead of four.

CTV12-040 Motion by Warren, second by Earll to approve the proposed 2013 Cable Television budget as amended with the above mentioned changes.
Motion carried

FINANCIAL REPORT
CTV12-041 Motion by Gerl, second by Markwardt to receive and place on file the financial report for the period of January 1, 2012 through June 30, 2012.
Motion carried

Recessed at 6:54 p.m.
Reconvened at 6:56 p.m

CTV12-042 Motion by Markwardt, second by Earll to go into closed session pursuant to Wisconsin Statutes 19.85(1)(e) "Deliberating or negotiating the purchasing of public properties, the investing of public funds, or conducting other specified public business, whenever competitive or bargaining reasons require a closed session." Specifically, the Cable TV Chairperson had requested a closed session to discuss the following: Possible extension of Cable Access Coordinator's Agreement. Roll call vote, all Ayes. (Time: 6:57 p.m.)
Motion carried

Present in closed session: Ed Gerl**,** George Holck, Dean Markwardt, Shawn Warren, Alderperson Earll and Deputy Clerk Panzer.

CTV12-043 Motion by Warren, second by Markwardt to return to open session. Roll call vote, all Ayes. (Time: 7:03 p.m.)
Motion carried

CTV12-044 Motion by Gerl, second by Warren to extend the Cable Access Coordinator's Agreement through the end of 2013.
Motion carried

RECOMMENDED ITEMS FOR FUTURE AGENDAS
None.

Next meeting is scheduled for August 27, 2012 at 5:00 p.m.

Motion by Gerl, second by Markwardt to adjourn at 7:11 p.m.
Motion carried

Lori A. Panzer
Deputy City Clerk

Public Access Coordinators Report
Cable TV Committee Meeting 7/23/12

New Shows July 2012 (Since June 25, 2012): for MCTV 98

- Insight Ask The Mayor
- Insight: Wood County Sheriff's Dept.
- WCM Conference Opening Luncheon
- MACCI Transportation Forum 5-23-12
- Parks, Recreation, and Forestry Committee
- Beyond the Game with Denny Tauscher: Episode 13
- Beyond the Game with Denny Tauscher: Episode 14
- Beyond the Game with Denny Tauscher: Episode 15
- Beyond the Game with Denny Tauscher: Episode 16
- Beyond the Game with Denny Tauscher: Episode 17
- Beyond the Game with Denny Tauscher: Episode 18
- Central Wisconsin Tea Party Rally: Part 1 Kimm Simac
- Central Wisconsin Tea Party Rally: Part 2 Reed Hall
- Central Wisconsin Tea Party Rally: Part 3 Oliver Buroughs
- Central Wisconsin Tea Party Rally: Part 4 Karen Schroeder
- Central Wisconsin Tea Party Rally: Part 5 Jake Jacobs

Channel 96 Meetings

- Common Council Preview (for July 24 Council meeting)
- Common Council 6/26, 7/10
- Public Works 7/2, 7/16
- Finance, Budget, Personnel 7/17
- City Plan Commission 7/17
- School Board

Craig Wilson

- George Stanek: Okinawa War Experience

Mike Weigel

- Rededication of 2442 Train during Anniversary of Marshfield Fire

Mary Asplin

- Lights, Camera, Polka! (Four programs)

Johns Beck

- Immanual Lutheran Worship 4 programs

Breanna Speth

- Pet of the Week
- The Guitar Kittens: The First 8 Weeks
- 98th Avenue on Central Salon Ribbon Cutting

Dana Speth

- New Visions Gallery: Culture + Agriculture

River Cities Community Access

- Veterans Memorial 5-26-12
- Wood County Board

Robert Wiggins

- Wildwood Park & Zoo Wild Wednesdays (Mammals)

Submitted From Other Community TV Stations

- Lucille Tack Center For the Arts Promos 2012-2013
- Social Security Insight Shows 216 & 217
- Music & the Spoken Word: Love of Country Special
- Music of the Night & Day: The 2012 Spring Concert of the Hartford Community Chorus
- MSTC Board of Directors June 2012
- Mosquito Hills Nature Series 3 (Oshkosh)
- Oshkosh Area Politics v.21 (Oshkosh)
- Outdoor Oshkosh 4 (Oshkosh)
- iCandy 1 A delightful look back at TV shows and theme songs of the '60s: everything from Lost in Space premier to Combat to Dark Shadows #176 (Oshkosh)
- The Garage with Steve Butler Episode 8
- Disc Golf Live July/August 2012
- In the Fight: U.S. Army
- Garden Wise with Arlena June 2012
- LaCrosse Catholic Diocese Mass
- Eckankar (4 programs)
- House of Yahweh -4 Programs

The remainder of this report will follow. It will include a report on the 2013 Budget.

Public Access Coordinators Report Addendum
July 23, 2012

2013 Budget- the 3 video cameras that we submitted in the 2013 budget are to replace failing aging old Mini DV cameras. They will be replaced with SD HD camcorders and Will record on SD cards. The current Panasonic AC 130 has performed very well for everyone on staff and several community producers all want to check this camera out. John Beck and Immanuel Lutheran Church has just purchased one. We will be training 5 of their camera ministry people on the camera.

The Sony A1U Cameras we purchased last year have not performed as well as expected. Since they only have one CMOS chip in them they do not produce the picture quality especially in lower light situations. Since they cost less than $2,000 each they do not have the features necessary for shooting concerts and sporting events. We are continuing to use them as 2nd cameras on intern shoots.

We are about to permanently retire our oldest GL2. Since it does not record to tape any more we have been using it as a 3rd Camera at Channel 96. We are experiencing problems with maintaining white balance and the resolution is diminishing. Because of the cost of service on this camera we are recommending retirement and replacement.

Our 2nd Gl2 is losing its sharpness and is being relegated to a backup role. Our 3rd GL2 has some headphone issues and will be placed in the Council Chambers as the 3rd camera We are also experiencing a loss of sharpness and resolution on our Sony VX2100 and Our Sony PD170. Age is setting in on these highly used cameras. The ages of all the cameras can be seen on the Capital equipment replacement schedule sheet.

The Switcher has been a problem in the C Suite after 5 years of service we are recommending replacement. The company is no longer in business and it cannot be serviced. Newer software based products include virtual set technology that is becoming popular at all levels of Public and Educational Access. We have recommended that the old Video toaster technology which has been giving the Government Channel users numerous problems be replaced. The newer technology is more stable and could be used as a portable remote system. The old system would be relegated to a backup. At the present we do not have a reliable backup system for the broadcasting of public meetings

We are looking for applicants for our 2012-2013 internship program. We have interviewed 2 applicants thus far.

The Scala Info Channel system use on Channel 99 has been officially retired.
The internal Ultra Nexus slide generator is being used for Community Calendar announcements. Since dropping the Scala Support Contract almost 5 years ago the staion has saved over $20,000 in support and maintenance fees, which has helped to fund the upgrades to our Ultra Nexus Servers

City Hall Plaza 1st floor Conference Room– Remote Camera Update- Preliminary estimates to outfit this room have come in at around $10,000 for a three camera remote system. We need to look at other options including an analysis of room use and present labor costs along with a priority of other upgrades the station needs