CABLE TV COMMITTEE MEETING MINUTES
NOVEMBER 26, 2012

The meeting was called to order by Chairperson Holck at 5:01 p.m. in Suite 1 of the Community Plaza II building, 101 W. McMillan Street.

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

PUBLIC COMMENTS
City Administrator Barg said he is looking for suggestions for a facilitator that could help the Cable TV Committee with the Strategic Planning process in 2013.

Markwardt suggested he contact Don Kerper.

APPROVAL OF MEETING MINUTES
CTV12-060 Motion by Gerl, second by Warren to approve the minutes of the October 22, 2012 meeting as submitted.
Motion carried

Markwardt reported that he tried taping a city meeting with his DVR and the Charter DVR worked fine for him.

CORRESPONDENCE
Quarterly franchise fee payment in the amount of $52,767.98 was received.

Dan Kummer and Breanna Speth received a thank you from Karen Rau, Marshfield Area Pet Shelter Organizer and Board President for promoting and advertising their Cold Noses/Warm Hearts fundraising dinner.

Dan Kummer received a newsletter from the Clark County Humane Society that acknowledged Marshfield Public Access for helping them set up their webcam for their Kitty City program and that also highlighted MCTV for the video "Pet of the Week" program that was done.

Gerl suggested Kummer contact Neillsville to see if they are interested in broadcasting the Clark County Humane Society videos on their access channels too since the Clark County Humane Society is in Clark County.

Chairperson Holck reported that there has been no response from Brian Sauer in regards to the letter that he sent him last month regarding his absence from the Cable TV Committee.

CTV12-061 Motion by Earll, second by Gerl to replace Brian Sauer on the Cable TV Committee.
Motion carried

DISCUSS POLICY FOR AIRING PROGRAMS SUBMITTED TO CABLE TV STAFF
City Administrator Barg mentioned that he seen a National type program on one of the local cable channels about a month ago that he didn't think was appropriate. We should be broadcasting as much local programming as possible. He encouraged the Cable TV Committee members to address the Cable TV's policy and try for more local produced programming. Discussion followed.

HOLIDAY OPEN HOUSE
Kummer explained the Holiday Open House and how it has been handled over the years. Discussion was held. The consensus of the Cable TV Committee was to continue with the Holiday Open House as done in the past. No date has been set yet.

City Administrator Barg left the meeting at 5:38 p.m.

PUBLIC ACCESS COORDINATOR'S REPORT
Kummer presented the Public Access Coordinator's Report for November 2012. (See attached report.)

There has been some interest by the UW for some sort of intern arrangement at the college level. This is only preliminary and the interest is being generated through one of our Community Producers. Kummer is hoping to meet with representatives of Mid-State Technical College, Columbus High School and Marshfield High School this month.

The secretarial position has been filled. Karen Din will be working as an administrative assistant and public relations representative. She will be starting on Wednesday.

New equipment will be ordered in January.

CTV12-062 Motion by Markwardt, second by Warren to receive and place on file the Public Access Coordinator's Report.
Motion carried

BILLS
The bills were reviewed.
CTV12-063 Motion by Warren, second by Gerl to authorize payment of the following bills as presented:

Granicus, Inc.	$ 600.00
Electronic Services	27.50
Charter Business	204.24
Charter Business	6.61
Marshfield Book & Stationery, Inc. (Invoices 315114 & 315115)	11.67
We Energies	2.07
Veolia Environmental Services	37.29
Hillers True Value	6.29
Menards (Invoices 07097 & 9055)	46.43
VIDCOM, LLC (Invoices 1790 & 1793)	3,241.82
Total	**$4,183.92**

Motion carried

FINANCIAL REPORT
CTV12-064 Motion by Gerl, second by Daniels to receive and place on file the financial report for the period of January 1, 2012 through October 31, 2012.
Motion carried

SET DECEMBER MEETING DATE
Our regular meeting day falls on Christmas Eve.
CTV12-065 Motion by Markwardt, second by Gerl to not meet in December, should something arise that the Chairman or Public Access Coordinator feels that the Committee needs to be deal with a special meeting will be called.
Motion carried

Markwardt left meeting at 5:57 p.m.

RECOMMENDED ITEMS FOR FUTURE AGENDAS
None.

Next meeting is scheduled for January 28, 2012 at 5:00 p.m.

Motion by Earll, second by Gerl to adjourn at 5:59 p.m.
Motion carried

Lori A. Panzer
Deputy City Clerk