CABLE TV COMMITTEE MEETING MINUTES
FEBRUARY 23, 2009

The meeting was called to order by Chairperson Patterson at 5:00 p.m. in Suite 1 of the Community Plaza II building, 101 W. McMillan Street.

PRESENT: George Holck, Mike Kobs, Don Patterson, Dale Yakaites, Alderperson Wagner (arrived at 5:02 p.m.) and Jim Asplin (arrived at 5:24 p.m.)
ALSO PRESENT: Public Access Representative Jay Holbrook and Deputy Clerk Panzer
EXCUSED: Jamieson Adler

PUBLIC COMMENTS
None.

APPROVAL OF MEETING MINUTES
CTV09-006 Motion by Yakaites, second by Holck to approve the minutes of the January 26, 2009 meeting as submitted. All Ayes.
Motion carried

CORRESPONDENCE
Quarterly franchise fee payment in the amount of $48,243.42 was received.

A letter from Charter Communications regarding a step they have taken to improve their financial structure. They will be filing Chapter 11 sometime before April 1st.

Alderperson Wagner arrived at 5:02 p.m.

UPDATE ON GRANICUS SYSTEM
Holbrook reported that things are moving along very well. He and Dan Kummer had training. They are in the testing phase. They are working with Granicus in setting up the web site and getting very close to setting the roll out date, which is projected to be sometime after March 1st.

UPDATE ON SCHOOL TO WORK PROGRAM
Holbrook introduced the students enrolled in our School to Work Intern Program, Trey Zahradka and Coltin Esser. They have begun training at the Public Access Facility.

UPDATE ON CHANNEL 99
Holbrook reported that they want to start doing upgrades to Channel 99 after they get through their upgrades on Channel 96. Dan Kummer has not received word back from Tim Vowell yet about whether or not Channel 99 can be moved to the Public Access Facility. They are waiting to hear what it would cost to get that facilitated.

Freddie is working on getting the correct point of contact for each school.

Chairperson Patterson suggested that Holbrook get in contact with Mike Nicksic at the High School for upcoming High School events.

Holbrook said that they did get commitments from Len Luedtke and Gordie Sisson to meet with Kummer and himself after the school year to try to work out what can be better done with the station.

Chairperson Patterson mentioned that all the lighting is in his classroom and we will have to find a way to get it all hooked up. Ted Di Stefano is going to talk to the new metals instructor to see if we can get some brackets up.

Holck will try to get in touch with Mr. Vowell regarding moving Channel 99 to the Public Access Facility.

STATUS OF CHARTER'S FINANCIAL DIFFICULTIES
Per Charter's letter, they will be filing Chapter 11 soon.

PUBLIC ACCESS COORDINATOR'S REPORT
Holbrook presented the Public Access Coordinator's Report for the period of January 26, 2009 through February 23, 2009. (See attached report.)

Alderperson Wagner asked Holbrook to get a copy of the Downtown Facade Program to Denise Sonnemann of Main Street Marshfield as soon as it is ready.

Asplin arrived at 5:24 p.m.

Alderperson Wagner asked when the fixed camera would be installed in the Council Chambers. Holbrook will check into the matter.

CTV09-007 Motion by Holck, second by Asplin to receive and place on file the Public Access Coordinator's Report. All Ayes.
Motion carried

BILLS
The bills were reviewed.

Holck pointed out the $15.00 fuel surcharge fee on PC Doctors invoice #13930. Committee members felt that this charge was out of line. They instructed Holbrook to question the $15.00 fuel surcharge fee.

CTV09-008 Motion by Kobs, second by Wagner to authorize payment of the following bills as presented:

Veolia Environmental Services	$ 18.35
Soundworks Systems, Inc.	190.97
OfficeMax	2.99
Charter Business	133.85
Fax (City Hall)	.03
Telephone (City Hall)	2.81
WAPC	240.00
The Tape Company	312.48
We Energies	62.40
Wepack Shipping (Invoices 71005 & 71482)	19.52
PC Doctors (Invoices 13690, 13930, 14038 & 14188)	487.96

Vidcom, LLC (Invoices 1535, 1537, 1538, 1539, 1542 & 1543)	2,621.25
Total	**$4,092.61**

All Ayes.
Motion carried

Holck left meeting at 5:37 p.m.

FINANCIAL REPORT
CTV09-009 Motion by Asplin, second by Yakaites to receive and place on file the before-closing financial report for the period of January 1, 2008 through December 31, 2008 and the financial report for the period of January 1, 2009 through January 31, 2009. All Ayes.
Motion carried

AGENDA ITEMS TO BE PLACED ON THE MARCH 23, 2009 AGENDA

- Update on Granicus System
- Update on Channel 99
- Discuss the WAPC Spring Conference

Next meeting is scheduled for March 23, 2009 at 5:00 p.m.

Motion by Kobs, second by Yakaites to adjourn at 5:47 p.m. All Ayes.
Motion carried

Lori A. Panzer
Deputy City Clerk