

**CABLE TV COMMITTEE MEETING MINUTES
JANUARY 25, 2010**

The meeting was called to order by Chairperson Patterson at 5:02 p.m. in the Council Chambers, Lower Level, City Hall Plaza, 630 S. Central Avenue.

PRESENT: Mike Kobs, Don Patterson, Dale Yakaites and Alderperson Wagner

EXCUSED: George Holck, Jamieson Adler and Brian Sauer

ALSO PRESENT: Public Access Coordinator Dan Kummer and Deputy Clerk Panzer

PUBLIC COMMENTS

None.

APPROVAL OF MEETING MINUTES

CTV10-001 Motion by Kobs, second by Yakaites to approve the minutes of the December 28, 2009 meeting as submitted. All Ayes.

Motion carried

CORRESPONDENCE

None

PUBLIC ACCESS COORDINATOR'S REPORT

Kummer presented the Public Access Coordinator's Report for January 2010. (See attached report.)

Kummer distributed some legislation correspondence from Mary Cardona of the Wisconsin Association of PEG Channels asking us to support the Act 42 Cable Consumer Repair Bill and also Representative Gary Hebl's newly introduced LRB 3996, the Save Our PEGs Bill. The Save our PEGs Bill separates out all of the provisions in the Cable Consumer Repair Bill dealing with PEG stations into a stand alone bill. If we do not act this legislative session to remove the sunset date many, if not all, of the PEG stations in Wisconsin may go out of business due to lack of funding, such as what has already happened with the closing of the Wausau and Madison PEG stations.

The final quarterly franchise fee payment for 2009 should be arriving any day.

The ceiling grid and lighting in the Council Chambers is scheduled to be replaced the fifth week in June. Electrical Inspector Pokorny would like to get the bids out for this project in a couple of weeks.

Alderperson Wagner said if the budget would have been more specific he would have called Dan's attention to this last year at budget time, so we could have budgeted for it. He would really like to see studio fluorescent lighting put in the Council Chambers.

CTV10-002 Motion by Wagner, second by Kobs to allow Dan Kummer to hire Soundworks Systems to give us a recommendation and cost estimate on what is needed for new lighting in the Council Chambers at a consultant fee cost not to exceed \$250.00.

Yakaites suggested having Soundworks Systems look at everything including wiring, monitors, speakers and remote cameras, so we don't have to tear the ceiling out again at a later date.

A special meeting may be needed to review Soundworks Systems' recommendation and to take action as necessary.

Alderson Wagner suggested having Electrical Inspector Pokorny present when Soundworks Systems does the consultation, so everything is taken into consideration and is per code.

Vote on motion CTV10-002; All Ayes.

Motion carried

Kummer distributed a summary of the equipment that is needed for Channel 99. Channel 99 has no equipment of its own for the videotaping of school events. Public Access has a total of seven cameras at the station and there are times when all of them are checked out and we don't have any cameras at the studio. He explained the need for Channel 99 to have its own equipment in detail.

Yakaites asked if the new cameras would be dedicated to Channel 99 or if they would be in general circulation.

Kummer said the cameras would be in general circulation, because everything comes out of the one facility anyway. It is not practical to keep them at the High School, especially since we have Columbus School and others using the cameras.

Kummer said he would like to go with a single chip camera instead of a three chip camera, because of the costs. This camera is a Sony HVR A1U and it has more pixels than the three chip cameras that we have now. It is one of the last cameras available right now that shoots in standard definition. It is becoming a problem for stations like us to get a camera that is not just HD only. A camera that shoots in only high definition would create more work and more problems for us, because we wouldn't be able to broadcast in it anyway. We would have to down convert the signals and it would take us twice as long to program. We are not ready to go to high definition with a camera; however this particular camera shoots in analog and high definition. It takes the same cassette tapes that we use now, but we are proposing to add on a compact flash adapter to all the cameras. We had 160 hours of capture time by the students last year just because they had to sit there and capture the tape after it was shot. We have to manage our time really well to make sure that the students have something to do while we take the initiative to capture that image into the system so that when they get there they are optimizing their 2-3 hours.

Yakaites agreed that capture time is a huge waste of time. He has to do it at home with the equipment he is using, because he doesn't have a firestore. It is maddening, because it locks up the computer.

Kummer said when the computer locks up you have to start all over again.

Alderson Wagner expressed concerns about whether or not this type of purchase would need a budget resolution. He said that he understood the need for the controllers and the need for the firestore recorders, because if they are failing on us, we need to replace them and this is something that we didn't anticipate.

Alderson Wagner said we need our own capital improvement list.

Kobs agreed with Alderson Wagner.

Chairperson Patterson said he really didn't feel comfortable in approving something like this until we know what we are up against with in the Council Chambers with the lighting issue.

Kobs suggested we limp along with the equipment we have through the rest of the school year and then at budget time in July we go to City Administrator Brehm with a complete list of everything addressing our needs for the next two to four years.

Kummer said Public Access suffers without the equipment.

Yakaites felt everything on the list was reasonable. He was concerned about buying standard definition cameras. He wondered if we were buying technology that would only be serviced for a year and if that would take care of us.

Kummer said it will take care of us. Public Access is not to the point where it is going to shoot and transmit in high definition. He doesn't think we will ever get to high definition, because to give us a HD channel would cost Charter money.

Yakaites asked what would happen if this is not approved tonight.

Kummer said it would hold off servicing people that would walk through the door. Things will take longer. We may have fewer programs on the air for awhile or they wouldn't be run on the air as quickly.

CTV10-003 Motion by Yakaites, second by Wagner to approve spending \$5,540.00 to purchase four Firestore Compact Flash recorders, four SanDisk 32GB Compact Flash Cards, Firestore batteries and four Handle Mount Cradles.

Kobs voted Nay, rest Aye.

Motion carried

CTV10-004 Motion by Yakaites, second by Kobs to receive and place on file the Public Access Coordinator's Report. All Ayes.

Motion carried

BILLS

The bills were reviewed.

CTV10-005 Motion by Wagner, second by Yakaites to authorize payment of the following bills as presented:

Markertek Video Supply (Invoices 876792 & 877805)	\$	488.30
Telephone (City Hall)		1.21
Duane LeVoy		200.00
We Energies		24.43
B & H		176.25
Veolia		29.21
Telephone (City Hall)		.04
TigerDirect.com (Invoices 18105640101 & 18106070101)		740.44
Menards		66.87
Per Mar Security Services		332.64
Soundworks Systems, Inc. (Invoices 23290 & 23351)		182.67
The Tape Company		366.97
Alpha Video and Audio, Inc.		3,994.36
PC Doctors		60.00

Quill (Invoices 2464618, 2464665 & 2706141)	320.83
Spring Green Floral (Invoices 94211, 94332 & 94339)	28.00
Dan Kummer (Reimbursements)	664.99
Vidcom, LLC	<u>2,042.75</u>

Total **\$9,719.96**

All Ayes.

Motion carried

REVIEW AND DISCUSS CABLE ACCESS STUDIO RENTAL RATE POLICY

Kummer did not have this information ready. This item was tabled until the next regular meeting.

REPORT ON GRANICUS

Kummer distributed a preliminary strategy to increase usage of the streaming and video on demand for MGTV96.

FINANCIAL REPORT

CTV10-006 Motion by Kobs, second by Wagner to receive and place on file the preliminary before-closing financial report for the period of January 1, 2009 through December 31, 2009.

Consensus of the Committee was that a capital improvement list is needed.

Aldersperson Wagner said we may need to budget a higher amount for emergency repair and replacement in addition to the capital improvements that we want to budget for. That way if we have a computer board that goes out we can purchase it right away.

It was recommended that we invite Finance Director Strey to our next regular meeting to answer any budget questions that the committee members may have.

Vote on motion **CTV10-006**; All Ayes.

Motion carried

RECOMMENDED ITEMS FOR FUTURE AGENDAS

- Review and discuss Public Access Studio rental rate policy
- Report on Granicus
- Invite the Finance Director to our next regular meeting to answer budget questions
- Capital Improvement List

Next meeting is scheduled for February 22, 2010 at 5:00 p.m.

Motion by Kobs, second by Yakaites to adjourn at 6:13 p.m. All Ayes.

Motion carried

Lori A. Panzer
Deputy City Clerk