CABLE TV COMMITTEE MEETING MINUTES
MARCH 22, 2010

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

PRESENT: George Holck, Mike Kobs, Don Patterson, Brian Sauer, Dale Yakaites and Alderperson Wagner
ALSO PRESENT: Public Access Representative Jay Holbrook and Deputy Clerk Panzer
EXCUSED: Jamieson Adler

PUBLIC COMMENTS
None.

APPROVAL OF MEETING MINUTES
CTV10-012 Motion by Wagner, second by Holck to approve the minutes of the February 22, 2010 meeting as submitted. All Ayes.
Motion carried

CORRESPONDENCE
A letter was received from Charter Communications announcing its Spring 2010 rate changes to the charges that effect equipment rental, one time charges and unreturned equipment.

PUBLIC ACCESS COORDINATOR'S REPORT
Holbrook presented the Public Access Coordinator's Report for March 2010. (See attached report.)

Yakaites announced that he finished the rough cut of the School to Focus Program.

Holbrook mentioned that Channels 991 and 996 were off the air on Thursday. Charter had deleted these channels. They apologized and put them back on the air.

Holbrook said that the financial report shows that we are over budget, but that is not the case. We don't have a budget deficit.

CTV10-013 Motion by Yakaites, second by Kobs to receive and place on file the Public Access Coordinator's Report.

Alderperson Wagner requested a list of active registered community producers.

Vote on motion **CTV10-013**; All Ayes.
Motion carried

BILLS
The bills were reviewed.

Alderperson Wagner asked what happened to the $200.00 credit from PC Doctors.

Holbrook explained that PC Doctors asked us to shred the original invoice for $498.00 and they sent us a new invoice in its place.

Alderperson Wagner asked what the credit refund check from Alpha Video was for.

Holbrook explained that we were going to get an Apple laptop computer from Alpha Video, but we ended up getting it from Roscor, because they gave us a better price.

CTV10-014 Motion by Kobs, second by Sauer to authorize payment of the following bills as presented:

Menards	$ 41.06
Walmart	92.73
Phone (City Hall)	3.74
Charter Business	130.12
Quill (Invoices 12487, 12488 & 26373)	97.08
B & H (Invoices 41744123, 41771002 & 42046760)	366.67
FOCUS Enhancements (Invoices 123909 & 123938)	985.00
Spring Green Floral (Invoices 95053, 95118, 95238, 95449 & 95467)	22.11
The Tape Company	345.78
Soundworks Systems, Inc.	240.00
ROSCOR	2,843.20
Alltel	198.94
Granicus, Inc.	600.00
We Energies	10.94
Veolia	38.98
Dan Kummer (Reimbursement)	6.28
Vidcom, LLC (Invoices 1621 & 1623)	4,336.00
Electronic Services	440.00
Alpha Video & Audio, Inc. (Credit Check)	-1,675.86
Total	**$9,122.77**

All Ayes.
Motion carried

REPORT ON GRANICUS
No report.

REVIEW AND DISCUSS PUBLIC ACCESS STUDIO RENTAL RATE POLICY
Kummer and Holbrook are still working on the policy. They are trying to get some feedback from other Public Access facilities.

FINANCIAL REPORTS
Alderperson Wagner asked how the $22,000 Budget Resolution for capital equipment would be handled. Will it be transferred from the fund balance to the capital fund? Will we see it on the financial report or not?

Deputy Clerk Panzer will check with the Finance Department to see how it is handled.

CTV10-015 Motion by Holck, second by Yakaites to receive and place on file the post-closing financial report for the period of January 1, 2009 through December 31, 2009 and the financial report for the period of January 1, 2010 through February 28, 2010. All Ayes.
Motion carried

RECOMMENDED ITEMS FOR FUTURE AGENDAS

- Review and discuss Public Access Studio Rental Rate Policy
- Report on Granicus
- Progress report on inventory list

Next meeting is scheduled for April 26, 2010 at 5:00 p.m. Don Patterson will not be at the April meeting.

Motion by Kobs, second by Yakaites to adjourn at 5:33 p.m. All Ayes.
Motion carried

Lori A. Panzer
Deputy City Clerk

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