CABLE TV COMMITTEE MEETING MINUTES
APRIL 25, 2011

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

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

PUBLIC COMMENTS
None.

APPROVAL OF MEETING MINUTES
CTV11-011 Motion by Wagner, second by Holck to approve the minutes of the March 28, 2011 meeting as submitted.
Motion carried

CORRESPONDENCE
None.

UPDATE ON INSTALLATION OF OUTLET FOR COUNCIL CHAMBERS LED LIGHT
Alderperson Wagner contacted Dick Pokorny after the last Cable TV Committee meeting and Dick Pokorny informed him that the outlet was installed exactly where Dan Kummer indicated that it should be and it is ready to accept the LED light.

Holbrook said they are going to order the LED light and hook it up.

CLARIFICATION ON FEBRUARY FINANCIAL REPORT
Holbrook said Dan Kummer spoke with Finance Director Strey about the February financial statement and he said the software is not fully implemented yet and because there was an audit last month's statement didn't include the starting balance. It only included that month's activities and it didn't include our reserve into it. Finance Director Strey has agreed to come to our June committee meeting to answer questions regarding the financial statements.

PUBLIC ACCESS COORDINATOR'S REPORT
Holbrook presented the Public Access Coordinator's Report for April 2011. (See attached report.)
CTV11-012 Motion by Wagner, second by Warren to receive and place on file the Public Access Coordinator's Report.
Motion carried

CTV11-013 Motion by Holck, second by Warren to approve travel expenses for the WAPC Spring Conference as outlined in the Public Access Coordinator's report.
Motion carried

BILLS
The bills were reviewed.

A credit in the amount of $99.45 was received from the Tape Company.

CTV11-014 Motion by Warren, second by Holck to authorize payment of the following bills as presented:

Granicus	$ 600.00
We Energies	12.41
Vidcom	2,006.75
Veolia Environmental Services	31.85
Spring Green Floral	24.77
Charter Business	147.68
Total	**$2,823.46**

Motion carried

FINANCIAL REPORT
The March financial report was not available.

RECOMMENDED ITEMS FOR FUTURE AGENDAS

- Strategic Planning Session to discuss the future of the City of Marshfield PEG Channels
- Discuss the Cable TV Franchise Ordinance

Next meeting is scheduled for May 23, 2011 at 5:00 p.m.

Motion by Holck, second by Wagner to adjourn at 5:24 p.m.
Motion carried

Lori A. Panzer
Deputy City Clerk