CABLE TV COMMITTEE MEETING MINUTES SEPTEMBER 24, 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 and Alderperson Earll **ALSO PRESENT:** Public Access Coordinator Dan Kummer and Deputy Clerk Panzer

EXCUSED: Shawn Warren **ABSENT:** Brian Sauer

PUBLIC COMMENTS

Alderperson Earll expressed concerns about Brian Sauer's absence from the Cable TV Committee meetings. He asked if he has always been on the Cable TV Committee and if it is important that he be on the Cable TV Committee.

Chairperson Holck said that the Mayor has been made aware of Brian Sauer's absences from the Cable TV Committee meetings and it is his understanding that in order for the Mayor to remove someone he would need a letter of resignation from that individual.

CTV12-000 Motion by Earll, second by Markwardt that we ask the Mayor to remove Brian Sauer from the Cable TV Committee and that we advertise for someone else.

Motion and second were withdrawn.

Chairperson Holck will talk to the Mayor again regarding Brian Sauer's absence from the Cable TV Committee meetings and report back to the Committee at the next Cable TV meeting.

APPROVAL OF MEETING MINUTES

<u>CTV12-051</u> Motion by Gerl, second by Markwardt to approve the minutes of the August 27, 2012 meeting as submitted.

Motion carried

CORRESPONDENCE

Kummer mentioned that he has been receiving positive comments on several of the shows via telephone.

UPDATE ON \$90,000 RESERVE FUND AFTER BUDGET MEETING WITH FINANCE DIRECTOR STREY

Kummer, Chairperson Holck and Alderperson Earll reported on their conversation at the budget meeting in regards to reducing the Cable TV reserve fund to allow for expenditure needs.

Gerl stressed the importance of having a Capital Equipment Plan.

Setting up a Strategic Planning Session will be discussed at the next committee meeting.

<u>CTV12-052</u> Motion by Earll, second by Daniels to allow the restricted cash and investments balance to decrease to the projected amount of \$78,000 to cover expenditure needs of the proposed 2013 budget. **Motion carried**

FACILITY LEASE DISCUSSION

The facility lease expires on October 21, 2013. The consensus of the Committee members was to start negotiations early. Kummer will ask Fred Schindler of Marawood to be present at our next Cable TV meeting. Finance Director Strey and City Administrator Barg will also be asked to be present at the next Cable TV

Committee meeting to answer any questions that the Cable TV Committee members may have in regards to the facility lease.

The Committee would like Finance Director Strey to do the following:

- 1. Explain why the lease amount increased in March of this year in the middle of a contract year and to confirm whether or not we paid the right amount.
- 2. Supply the Cable TV Committee with historical lease figures.

It was suggested to look at putting a "get out clause" in the next lease agreement in case Charter would happen go bankrupt.

PUBLIC ACCESS COORDINATOR'S REPORT

Kummer presented the Public Access Coordinator's Report for September 2012. (See attached report.)

Kummer distributed an article about the West Allis Public Access Television. They closed their doors after over 30 years of operation due to loss of funding caused by the State's passage of the 2007 Cable Competition Act.

Kummer also distributed a request from Breanna Speth asking for producers to film any of the upcoming events for Marshfield Community Television or to run a camera at one of the upcoming studio shoots. There are several great events happening in October.

<u>CTV12-053</u> Motion by Gerl, second by Earll to receive and place on file the Public Access Coordinator's Report.

Motion carried

BILLS

The September bill query was distributed and the bills were reviewed.

<u>CTV12-054</u> Motion by Markwardt, second by Daniels to authorize payment of the following bills as presented:

AVI Systems, Inc (Invoices 36557600 & 36557700)	\$ 1,991.50
Lynda.com, Inc.	250.00
We Energies	11.65
Granicus, Inc.	600.00
Quill (Invoices 5639414 & 5733269)	73.96
RadioShack Corporation	22.99
Telephone (City Hall) - August & September	2.25
В&Н	438.43
Digital Juice (Invoices 875746 & 876856)	813.12
Veolia Environmental Services	37.29
Charter Business	6.61
Charter Business	207.30
Hillers True Value	4.73
VIDCOM, LLC (Invoices 1783 & 1784)	3,337.70

Motion carried

FINANCIAL REPORT

<u>CTV12-055</u> Motion by Gerl, second by Markwardt to receive and place on file the financial report for the period of January 1, 2012 through August 31, 2012.

Total

\$7,797.53

Motion carried

RECOMMENDED ITEMS FOR FUTURE AGENDAS

Discuss Brian Sauer's Cable TV Committee appointment Facility Lease discussion Strategic Planning Session discussion

Next meeting is scheduled for October 22, 2012 at 5:00 p.m.

Motion by Markwardt, second by Gerl to adjourn at 6:41 p.m. **Motion carried**

Lori A. Panzer Deputy City Clerk

Public Access Coordinators Report Cable TV Committee Meeting 9/24/12

New Shows September 2012 (Since August 20, 2012): for MCTV 98

Insight Ask The Mayor

Insight: Wood County Sheriff's Dept.

Highway 10 Corridor Celebration & Ribbon Cutting Ceremony

Weekly Presidential Address (4 episodes)

Weekly GOP Response (4 episodes)

Beyond the Game with Denny Tauscher: Episode 22 Beyond the Game with Denny Tauscher: Episode 23 Beyond the Game with Denny Tauscher: Episode 24 Marshfield Fire & Rescue Falls Prevention Month

Marshfield School Board Meeting

Marshfield School Board Special Meeting of Referendum Wording

Packer Report with Denny Tauscher (8-27-12) & (9-4-12) & (9-10-12) &

(9-17-12)

Business Profile: Episode 2 (featuring Agricultural Research Center)

Howie Sturtz Orchestra at Central Wisconsin State Fair

Public Works Bus Tour

Veterans Mural Brat Fry fundraiser (Dan and Breanna)

Channel 96 Meetings

Common Council Preview (8-23-12) & (9-19-12)

Common Council

Public Works

Finance, Budget, Personnel

City Plan Commission

Parks, Recreation, & Forestry Committee

OTHER: City Policy Training video with Lara Baehr

Dan Kummer

Old Fire Station Time Capsule Opening

2012 Tiger Football Game 1 vs. DC Everest

2012 Tiger Football Game 2 vs. Oshkosh North

2012 Tiger Football Game 3 vs. Fond du Lac

Craig Wilson

Wisconsin Collegiate Women's Rugby All-Stars Marshfield Tiger Cross Country Invitational 2012 Marshfield High School Boys Soccer vs. Wausau East

Breanna Speth

Pet of the Week (every week)
Puppy Adoption Documentary

Mary Asplin

Lights, Camera, Polka! (4 Programs)

Dana Speth (with Breanna Speth editing)

New Visions Gallery: Ideasthesia Exhibit

UW Lecture Series: History of Sherlock Holmes by Jeff Verona

Robert Wiggins

Wild Wednesday: The World of the Beaver

Oshkosh Community Access Volunteers

Abraham Lincoln & the Constitution Portage Indian Agency House Series (Oshkosh) 1st Brigade Band

Ed Korlesky

Pastor Mark's Final Service at Christ Lutheran Church

River Cities Community Access

MSTC Board of Directors August 2012

John Beck

• Immanuel Lutheran Worship Service (4 Programs)

Mike Weigel, Storyteller Productions

9/11 Boatlift

Other Submitted or Imported Programs

In the Fight: U.S. Army LaCrosse Catholic Diocese Mass Citizen Sponsored Eckankar Citizen Sponsored House of Yahweh Citizen Sponsored

Channel 96 - Government Television -

Background music restored- A new Council Preview program was shot on Wednesday and we are hearing that people are watching.

Channel 98 - Public Television

We have produced numerous studio programs as well as programs in the field. Our goal is to tape more outside of studio community interest programs. Our signal quality has been degrading on studio shoots. We are trouble shooting the problem and it looks like we have traced it back to the production switcher. This is a piece of equipment that we budgeted for replacement in 2013.

Channel 99 – We have noticed some intermittent audio distortion on certain programs. The problem is not on the masters. I have been in contact with Charter who has corrected the video problem on 99. There is also a problem with the picture breaking up on 990 on the digital tier. The problem was gone for awhile but is back again. This is the same problem Ed Gerl reported last month.

We need to be focusing on our long term transmission signal with the transition to HD. This will require being pro active with Charter. Our WCM organization will be taking up this issue at future meetings in an effort to help stations transition and give recommendations. Just like we have an analog and digital signal now, we could end up with a digital signal and an HD signal instead. This would require additional equipment upgrades to accomplish the transition. Once we know Charters future intent with analog service we can move forward in this area.

Interns- We have one Senior High School Intern and one Junior HS Intern who volunteers one afternoon a week helps with HS Sports and has shot a JV Football game. I am training him to edit make dubs and shoot H.S. sporting events. Is intent is to apply for the internship when he is old enough. I have met with his parents and they are excited to have him involved at MCTV.