

COMMITTEE: CATV REGULATORY BOARD

DATE: August 15, 2012 TIME: 5pm

**LOCATION: Municipal Building
136 N. Monroe Street**

1. Called to Order by Battenberg.
2. Roll Call: Present: Battenberg, Koele, Reynolds and Cotting. Others Present: Director Hechimovich. Absent: City Clerk Hansen.
3. Approval of the May 15, 2012, July 18, 2012, and August 1, 2012 open and closed meeting minutes.

Reynolds moves to approve the May 15, 2012, July 18, 2012, and August 1, 2012 open and closed meeting minutes. Seconded by Koele.
4. Citizen Input
 - a. None
5. Continuing Projects

None
6. Unfinished Business

Cotting moves to move items 6b to 6a, seconded by Koele

 - a. 2013 Budget
 - i. The CATV Board looked at and discussed the budget for the upcoming 2013 budget year. Battenberg noticed a typo in the budget sheets on the revenue portion page and Hechimovich pointed out it should have read 2012 Year to Actual Date. Hechimovich and the CATV Board reviewed each budgeted line item for the 2013 budget.
 - ii. Reynolds raised a question under the salary coordinator line about how much money the CATV budgeted for the 2013 year. Battenberg asked Hechimovich why he has been struggling with hours and Hechimovich replied the last few months there is not enough to do wrapping up the summertime. Battenberg asked the CATV Board for Hansen to join in the meeting for reasons discussing employee benefits.
 - iii. Hechimovich also informed the CATV Board about having some problems with our server for running TV programs. The server had multiple malfunctions with having been sent in and parts replaced three times and the server was only two years old. Hechimovich informed the CATV Board that proper steps are being taken to insure the server quality and research is being done if a new server needs to be bought and installed.
 - iv. Cotting moves to approve the CATV WLOO Fund Budget for 2013, seconded by Koele. Motion carried.

vi. Hansen reported on Mary's report to rewrite the ordinance. Hansen also reported about the focus groups Mary produced with different Waterloo officials and the groups got both negative and positive feedback. After the focus groups were finished Mary was then going to write up a report with different avenues Waterloo TV might want to explore for the future.

b. Personnel Staff Review.

The Board will convene to closed session. The statutory exception for the closed session is Wisconsin Statute 19.85(1)(c) "Considering employment, promotion, compensation or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility." Upon conclusion of the closed session the Council will reconvene in open session.

7. New Business

a. Hechimovich made mention of some website changes that need to be made and possibly redoing the Waterloo TV Station website to be more user friendly.

8. Report of the Director

i. Cotting asked the CATV Board if Report of the Director can be moved below Citizen Input.

9. Consideration of such other matters as authorized by law

-Next meeting – September 19, 2012 at 5 pm

10. Adjourn with a Motion by Koele and a second by Cotting.

Attest:



Brennon Hechimovich
Director, Waterloo Community Access TV