

COMMITTEE: CATV REGULATORY BOARD
DATE: September 19, 2012 TIME: 5pm
LOCATION: Municipal Building
136 N. Monroe Street

1. Called to Order by Battenberg.
2. Roll Call: Present: Battenberg, Koele, and Reynolds. Others Present: Director Hechimovich.
Late: Cotting. Absent: City Clerk Hansen
3. Approval of August 15, 2012 regular and closed session meeting minutes.
Battenberg pointed out a few errors regarding the minutes and asked Hechimovich to change them.
Reynolds moved to approve the August 15, 2012 open and closed meeting minutes with the changes as noted by Battenberg, seconded by Koele. Motion carried.
4. Citizen Input
None.
5. Report of the Director
 - a. Hechimovich reported a videographer had to resign due to college.
 - b. Hechimovich advised the CATV Board on some equipment being researched for the station. The equipment name is the Tricaster. This equipment is used in multiple stations throughout the country is a great tool to go live, direct live shows, and run meetings without having to do any editing because of the on location switching capabilities. Hechimovich also mentioned this was a strong recommendation from Mary Cardona for allowing us to shoot High School activities.
 - c. Hechimovich also brought up the notion of installing remote cameras so Waterloo TV would be able to tape the council meetings live. Koele asked Hechimovich to remind the CATV Board on the issues the video server was having so they would have an idea in case something were to happen in the future with the server.
 - d. Battenberg asked Hechimovich what would be the important issue of going live with this equipment and Hechimovich replied in case of bad weather some community members would not have to come out of their homes, they could click on the TV and watch the program live.
 - e. Hechimovich reported on some website research that was done. Hechimovich reported that the website for Waterloo TV is very unfriendly and hard to manage in its current condition and in order to make it a fully functional tool for the cable stations future it would need a website makeover. Hechimovich also mentioned that MCW is very difficult to get in touch with about certain issues about the website and research is being done on other companies that would help makeover the cable stations portion of the website. Hechimovich also stated having a meeting scheduled with Dan Barnes from KD Interactive out of Watertown, WI to discuss what his company could possibly do for our cable station's website.
 - f. Hechimovich also reported on numerous conversations with Mary Cardona about talking to the High School Tech Ed Department instructor to see if the students would be interested in starting a video club with Waterloo TV. This club would permit students to work with director Hechimovich, learning techniques both for class and for the career in video and motion graphics.

6. Continuing Projects

a. Mary Cardona's report

i. Hechimovich informed the CATV Board of Mary Cardona's notes and that Hansen went through them and highlighted what was relevant to the cable station. The CATV Board decided to wait until a complete read through has been done and will table that until the next meeting. Battenberg complained that important documents such as Mary Cardona's notes need to be emailed promptly before the CATV Board meets so the Board can discuss and take action if needed.

ii. Hechimovich reported that Mary Cardona's contract is near it's end and the City Attorney and Cardona are still working on the ordinance and going back and forth. They still have not completed the ordinance and the CATV Board was concerned that extra money is not getting paid and Cotting raised a concern that Hechimovich needs to find out when completion date is.

7. Unfinished Business

None

8. New Business

a. Cotting informed the CATV Board about progress on taping the Soccer games for the rec-league involving surrounding neighborhoods Cotting spoke with the new high school spanish teacher and is discussing the possibility that the spanish teacher be the commentary for taping the games.

b. Koele informed the CATV Board about the Waterloo Historical Society's open house and would like Hechimovich to do a featured show on the auction that will be happening on April 21st. Hechimovich would be interviewing the owner of the society and also interviewing local exhibitors as well as the auction.

c. Hechimovich asked the CATV Board about the possibility of renting a building to have set up as an official Waterloo TV taping studio where recording of shows would happen. Cotting informed Hechimovich about the Mode Theatre in Waterloo and mentioned that the Mode is always looking for someone to come and use the facility and that it would be a perfect venue to host a Waterloo TV studio for taping local shows.

d. Reynolds mentioned to Battenberg if the CATV Board is getting a new member to fill a open slot. Battenberg mentioned he would ask Hansen.

e. Koele updated the CATV Board that the Antique Mall video was coming along and mentioned the Rehms seen it and loved it. Koele also mentioned Hechimovich has to come back to film a history segment and the video will be complete and is set to launch in November.

9. Consideration of such other matters as authorized by law.

-Next meeting – Wednesday October 17, 2012 at 5pm

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

Attest:

Brennon Hechimovich
Director, Waterloo Community Access TV