

COMMITTEE: CATV REGULATORY BOARD
DATE: December 12, 2012 **TIME: 5pm**
LOCATION: Municipal Building
136 N. Monroe Street

1. Called to Order by Battenberg.

2. Roll Call: Present: Battenberg, Koele, Reynolds, Van Holten, and Cotting. Others Present: Director Hechimovich. Absent: City Clerk Hansen

3. Approval of November 14, 2012 regular meeting minutes.

Hechimovich requested to table the meeting minutes to next month's meeting. Van Holten moved to table the minutes to next month's meeting with a unanimous approval.

4. Citizen Input

None.

5. Report of the Director

a. Hechimovich reported that Waterloo High School Basketball is going very well.

b. Hechimovich advised the CATV Board that Waterloo TV has taped the Holiday Parade and will be showing that through the whole month of December.

c. Hechimovich also brought up the Find Your Path Here video is going well. Four interviews have been taped and Hechimovich is working on a script and editing the video as well.

d. Hechimovich noted that there have been some issues with the video team not responding to the text messages or phone calls regarding filming, schedules and meetings in the studio.

e. Van Holten also mentioned about Hechimovich transferring the VFW tapes to DVD and to let Van Holten know when the task is completed.

6. Continuing Projects

None

7. Unfinished Business

a. Follow-Up on Personnel Meeting held August 1, 2012

i. Cotting mentioned she liked having the Report of the Director first on the agenda.

ii. Cotting mentioned there was a bit of disappointment that the Hechimovich couldn't come to the Local Vision TV trip, because of an obligation with the Mayor Kruger of Watertown.

iii. Cotting was concerned about Hechimovich's other TV job getting in the way of Waterloo TV.

iv. Reynolds asked Hechimovich why the minutes aren't being completed on time. Battenberg also mentioned his concern about Hechimovich not being a leader and not having minutes done on time. Hechimovich asked back at the CATV Board whether he should be leaving one or the other position of being cable director for two cities. The CATV Board mentioned that wasn't the intent of the question being asked Van Holten asked if the CATV Board has a line item for another assistant to assist the Director. Battenberg commented on a previous statement from the August 1 meeting which was that Hechimovich should possibly stay at the production level of Waterloo because how good Hechimovich is at that level.

v. Koele commented on the level of disappointment she had regarding the Antiques Mall video that the video was still not completed and all that needed to be done was switch around music.

vi. Koele mentioned of an email instance that took place prior to the meeting and that was Hechimovich needs to be doing a better job answering emails and not be silent.

vii. Hechimovich asked the CATV Board if the Board noticed a decline in the Director's performance why wasn't it handled a few years ago while the position was still fresh and that Hechimovich would be able to make positive changes and embrace the new beginnings before Waterloo TV. Reynolds replied the CATV Board was still relatively new and there were members coming and going monthly and it wasn't a steady Board at all and this is the first time in a while that the Board has been in a steady state.

viii. The CATV Board asked the Director if the duties are too much if so, something needs to be said so the right measures can be taken to ensure positivity within Waterloo TV moving forward.

ix. Cotting commented that Hechimovich does not have a skill set to be that leader. Cotting also mentioned that Hechimovich does a great job in the production side of the job.

x. Cotting was concerned that Hechimovich might look at taking some important information of what Local Vision TV is trying to do for Waterloo TV and take it over to Watertown TV.

8. New Business

a. Battenberg asked the CATV Board if it was okay to talk about the Local Vision TV trip. Cotting responded that it would be better if the topic would be tabled until the next meeting because of the notes that were taken. Cotting gave a quick summary of the trip instead. Cotting discussed the trip was a great success and that the CATV Board members are looking forward for the topic at the next meeting.

b. Cotting suggested that the WCM Cap Act sheet be discussed at the next meeting.

c. Mary Cardona's Ordinance approval to council at the next meeting.

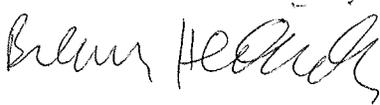
d. WCM Station Memberships sheet needs to be discussed at the next meeting.

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

-Next meeting – Wednesday January 9, 2013 at 5pm

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

Attest:



Brennon Hechimovich
Director, Waterloo Community Access TV