

**COMMITTEE: CATV REGULATORY BOARD**

**DATE: May 28, 2013**                      **TIME: 5:00 p.m.**

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

1. Called to Order by Steve Battenberg at 5:00 p.m. Roll Call: Present: Battenberg, Foutch-Reynolds, Van Holten and Cotting. Late – Koele. Others present: Director Jesus Burgos and Clerk/Treasurer Hansen.
2. Approval of Previously Unapproved Meeting Minutes. **Motion:** Moved by Cotting, seconded by Van Holten to table previously unapproved meeting minutes. **Voice Vote:** Motion carried.
3. Citizen Input. None.
4. Unfinished Business
  - a) Update on scholarship award. The scholarship was awarded to Stephanie Stodola. Jesus Burgos reported he was able to attend the Awards Program and was then able to meet the principal and some other individuals that will help in programming.
  - b) CATV progress report. Jesus Burgos reported that the transition took a little longer than expected due to the fact of finding passwords. Both stations are up and running. The local weather forecast is running.
  - c) CATV Technical Advisor position. Bill Wendt's position. Burgos reported that he met with Bill Wendt and he was willing to help out and has been a great help. Burgos felt that Wendt is still a very good asset for the station, since he is in Milwaukee, it would be good to have someone available. The hours that Wendt puts in does not amount to much. Van Holten said that Wendt knows so much about the engineering and the technology of the station. Jesus Burgos suggested reviewing the budget and making the decision to change Bill Wendt's to \$18.00. Cotting mentioned that her experience with Wendt was not favorable. Burgos said the knowledge that Wendt knows is due to the fact that he helped wire the whole station. The issue of Bill Wendt's position was highly discussed with some members being reluctant to keep the position going. The issue will be discussed at a later meeting.
5. New Business.
  - a) Request for new editing software and Professional cameras with eng connections. Burgos mentioned that the reason he is recommending these items is to save money in the future. The current editing system is very slow. The cost for upgrade software could cost about \$2,000 to \$2,500. Burgos felt that the purchase of professional cameras will save money in the future. With the current cameras there is a lot of editing involved. One camera could cost \$5,000, three cameras and a switcher would cost approximately \$20,000. It was suggested to amend the 2013 budget. Burgos was asked to get quotes for the next meeting.
  - b) Nexus server Weather, News and Sports virtual channel service. Burgos explained the Nexus server. The program can be tried for 3 months and then can be purchased for \$1,000 per year. Burgos was asked to include it in the budget amendment. Burgos was told to start the free trial.
  - c) CATV Regulatory Board priority list of recordings. Burgos wanted to hear from the Board what meetings need to be recorded and aired. School Board, full session of the Common Council, sporting events and community events, the Waterloo Holiday Parade, school concerts, school plays. The videographers may be a good source as what sporting events would be taped and aired. Trek 100 and Fit City Triathlon could be ones that could be added to the list. The Waterloo Chamber of Commerce would be a good organization to contact.

Cotting mentioned upgrading the Website. The Community Development Authority is giving \$5,000 toward the upgrade.
6. Future Agenda Items and Announcements. 2013 Budget Amendment, Website upgrade. Burgos was asked to give a wish list.

Next Meeting Date – June 11, 2013 at 5:00 p.m.
7. Adjournment. **Motion:** Moved by Foutch-Reynolds, seconded by Cotting to adjourn. **Voice Vote:** Motion passed. Time: 5:51 p.m.

Attest:

Mo Hansen, Clerk/Treasurer