



136 N. MONROE STREET, WATERLOO, WI 53594
PHONE (920) 478-3025
EMAIL cityhall@waterloowi.us
FAX (920) 478-2021

**CATV REGULATORY BOARD
COUNCIL CHAMBER OF THE MUNICIPAL BUILDING
136 N. MONROE STREET
April 16, 2014
5:00 p.m.**

CORRECTED 05-19-2014

1. **Call to Order and Roll Call** Steve Battenberg called the meeting to order at 5:00 p.m. CATV board members present: Bobbi Foutch-Reynolds, Dale Van Holten, Shannon Koele, CATV Director Jesus Burgos and Clerk/Treasurer Mo Hansen.
2. **Approval of Previously Unapproved Meeting Minutes**
Moved by Bobbi Foutch-Reynolds to approve the minutes from the past meeting, seconded by Shannon Koele.
Voice vote: Approved.
3. **Citizen Input**
Mark Hurley from Hurley Computers, LLC requested copies of RFP's from vendors interested in the municipal website update in order to make sure they meet all requirements. The board granted his request. Mo Hansen mentioned that he would make the link available to Mr. Hurley so that he may have access to all bids.
4. **Director's Report**
Jesus Burgos reported on the new programming arrivals. Only two new programs have arrived. Jesus mentioned that it was a slow process since they are distributing throughout the US. Included in the Director's report was the change in station channels. Information is on slide on both channels and in the Courier newspaper. Jesus also touched on the status of the promotional exchange with the Courier.
5. **Unfinished Business**
 - a. Mo Hansen presented to the board copies of vendor's bids for Municipal website upgrade. The Board decided that they needed more time to study the bid offers and would make a decision at the next board meeting.
 - b. The board followed up on the discussion of obtaining the warming house as the new station facilities. Brian Koele and Jim Reynolds checked out the facilities and came to the conclusion that the building needed a new roof, insulation, doors needed to be replaced and the building also had security issues. Jesus felt that it was getting too high on pricing and that we should see if some other facilities would become available. The board decided not to follow up on the purchase of the warming house.
 - c. Mo Hansen brought to the board's attention the need to create a new position for CATV at \$10.00 per hour in order to fill the need for a video technician. Steve Battenberg asked for a vote to approve the new position. Moved by Dale Van Holten to approve the new position, seconded by Bobbi Foutch-Reynolds.
Voice vote: approved.
6. **New Business**
Recommendations for Mayoral new board member was mentioned.
7. **Adjournment**
Motion: Moved by Shannon Koele, seconded by Dale Van-Holten to adjourn. **Voice vote:** Motion carried.

Jesus Burgos
WLOO Coordinator/Director