



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
May 28, 2014
5:00 p.m.**

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, Laura Cotting, Shannon Koele, CATV Director Jesus Burgos and Mo Hansen.
2. **Approval of Previously Unapproved Meeting Minutes. Motion:** Moved by Bobbi Foutch-Reynolds to approve the minutes from the past meeting, seconded by Shannon Koele. **Voice vote:** Approved.
3. **Citizen Input.** None
4. **Unfinished business.**
We touched on Flex Consulting and agreed that we are formally done with them. The director should stay in contact in order to see about possibilities of a marketing intern.
5. **Director's Report**
Jesus Burgos reported on the CATV new half hour show called Press Release hosted by Diane Graff from the Courier newspaper. Our Facebook page is up and running with promotional information on our programming and he touched on the transfer of camera cables into the CATV office in order to direct all chamber recordings. Steve Battenberg asked about the status of the directors hours and he replied that he was going over the assigned 22 hours per week. It was suggested to bring in a report on status of remaining hours.
6. **New Business**
We received 6 proposals for the upgrade of our website and it was suggested to narrow it down to 3 for our next meeting on June 11, 2014. After further discussion it was agreed upon inviting Green Leaf Civic Plus and Gov. Office to answer two lists of questions brought in by Shannon Koele and Bobbi Foutch-Reynolds and the other by Mo Hansen. After reading through the questions it was suggested by Bobbi Foutch-Reynolds to have the director of CATV integrate the questions and come up with one list for the meeting with the 3 elected venders. Each vender would have 30 minutes to answer questions by conference call or in person.
7. **Future agenda items and announcements.** None
8. **Adjournment. Motion:** Moved by Bobbi Foutch-Reynolds, seconded by Laura Cotting to adjourn. **Voice vote:** Motion carried.

Jesus Burgos
WLOO Coordinator/Director