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**CATV REGULATORY BOARD
COUNCIL CHAMBER OF THE MUNICIPAL BUILDING
136 N. MONROE STREET
OCTOBER 22, 2014
5:00 p.m.**

1. Call to Order and Roll Call

Laura Cotting called the meeting to order at 5:00 p.m. CATV board members present: Laura Cotting, Dale Van Holten and Shannon Koele. Others present: CATV Director Jesus Burgos.

2. Approval of Previously Unapproved Meeting Minutes

Motion: Moved by Bobby Foutch-Reynolds, seconded by Dale Van Holten to table the minutes from the September 10, 2014 meeting since they were not completed. **Voice vote:** Motion carried.

3. Citizen Input

Shannon Koele mentioned the possibilities of recording the musical, Tarzan, during the 3rd weekend of November. She also mentioned that she would check to see what kind of license agreement they had in order to allow us to record and air on CATV.

4. Directors Report

Jesus Burgos reported on the transportation problems he was encountering that had forced him to work from home. Everything at the CATV was running normal since he has been in contact with the videographers by phone and internet. The director also reported on the need to change his work schedule in Waterloo from Mondays and Tuesdays to Sundays and Wednesdays. Sundays would allow him to work on the programming for the upcoming week and Wednesdays are the meeting days for the CATV board.

5. Unfinished Business

A. Web Site Upgrade. Jesus Burgos reported on the meeting he had with Mary Walsh from Greenleaf and Raynelle M. Butzine. We discussed the last mockups that Mary had sent us as well as what we were going to eliminate or keep on the city hall and CATV'S interior web pages. We also discussed the need of sending out an invitation to all the agencies that have a link on our website to find out who was going to stay on board with our new website. Mary Walsh mentioned that, as soon as the new website was up and running, she could train us and if we still did not have a City Clerk/Treasurer by then, they would be willing to come back and train the treasurer separately at no extra cost.

B. Commission Agreement Contract. Jesus Burgos added comments sent by Attorney Timothy D. Fenner regarding section 5 and 7 that covered how the agents would be paid during installment agreements and termination of the sales agreement. Laura Cotting mentioned that the clarification on who would and would not be eligible to work under this agreement. Jesus Burgos mentioned that he would have to consult with Attorney Timothy D. Fenner and would get back to the board with his answers or opinions.

C. Latino Programming. Jesus Burgos reported that he has been meeting for over a month with local Latinos to create a local show and it has not worked out. The director added that he would continue to follow up on making this possible. In the meantime, he has also been in communication with Mariela Munoz who has approached us in the past with a Latino programs recorded and created in Milwaukee that covers Latino issues. This program will start airing as soon as we begin downloading it from Media fire.

6. New Business.

None.

7. Future agenda items and announcements

Next meeting was set for November 19, 2014 with a follow-up on the website upgrade and commission agreement.

8. Adjournment

Motion: Moved by Dale Van Holten, seconded by Shannon Koele. **Voice vote:** Motion carried.

Jesus Burgos
WLOO Coordinator/Director