

Minutes for April 9th 2026 CATV Board Meeting at 5:00 pm

Meeting Location changed to: Karl Junginger Memorial Library at 625 North Monroe Street Waterloo

1. Call to Order and Roll Call. *Cotting @5:05pm. Kovacs, McKay present. Manager Nighthoak present.*

2. Approval of Previously Unapproved Meeting Minutes: March 12, 2026 regular meeting minutes. McKay/Kovacs. Unanimous. 5:08 pm. (Note that March 12, 2026 Closed Session minutes were approved online via a procedure approved by the City Clerk and turned into her on 3-26-26.)

3. Citizen Input. - NONE

4. Manager's report: In Packet – no questions

5. New Business.

A. Setting 2026 Performance Goals for Station Manager (Action) – *Cotting advised against community outreach (too broad); attending meetings is in job description; #4 grants/collaborative projects (more measurable including drafting # of grant applications, write an MOU, etc.); what's reasonable? Goals #1, #2, #4??; McKay likes #2 especially as related to programs used for coordination; #1 will consume a lot of time, #4 opportunities at national conference (learning) – need to increase revenue picture – Cotting/Kovacs for #1, 2, and 4 – unanimous @5:17pm*

B. Drone Training and Licensing (Informational) – *no new information; battery ordered Tuesday for later testing – will arrive April 28; Officer from WPD will be taking footage as their drone is repaired per Utility Board meeting; timeline still very fuzzy because of the repeater which is used for the lift stations (must be moved and will take \$24,000) – earliest possible date is May 4th – will take one day, company will take whole tower and scrap it except for the plaque and a decoration on the top; talk about hazards; Laura getting more info from Historical Society; WLOO will still pursue training and licensing for staff*

C. ACM Community Media Conference (note registration fee reduction) (Action) – *register by May 1st - \$395 – local rate since in Wisconsin; Cotting/Kovacs. roll call McKay Aye, Kovacs Aye, Cotting Aye. 5:28 pm.*

D. Mayoral Request to work with WLOO to get a conference call capability to YouTube broadcast system working and patched into the existing audio system. (Informational) – *no updates, tech people out sick.*

E. Charter/Spectrum Request to Decommission Channels 991/992 (Informational) – *Mayor sent email reply to Charter representative Katy Prange on Sunday April 5 refusing the request.*

F. Upcoming WLOO CATV Events: Cinco de Mayo & WHS Graduation (Informational) – *Jayden/Steve for Easter Egg; still needs editing/processing; unsure on plan for Cinco de Mayo – Sunday May 3rd 1100-1800 in downtown; for graduation - need to check on equipment set-up and possible refurbishing prior to it.*

6. Future Agenda Items and Announcements.

Welcome Michelle Nighthoak, WLOO CATV Station Manager!

Organizational Meeting

Next Meeting, Thursday May 14, 2026 at 5:00 pm.

8. Adjournment Motion: *Cotting/McKay unanimous @5:45pm*

Minutes respectfully submitted April 17, 2026 by Michelle Nighthoak, Station Manager