

CABLE COMMISSION  
MINUTES  
April 23<sup>rd</sup>, 2008

COMMISSION MEMBERS PRESENT: Kopitzke, Tate

OTHERS: Administrator Hagar, Director Hoerth, Johnson, Romberg, Mayor Henke, Morack, O'Connell, Herter, Barrington

Chairman Kopitzke brought the meeting to order at 4:30 p.m.

Tate moved to approve the agenda, seconded by Kopitzke. Motion passed by all.

Hoerth and Johnson presented an option from Camera Corner (Green Bay, WI) for Digital Playback System for Cable 3. The reasoning for investigating an upgraded system is because some of the equipment used today is outdated and becoming difficult to repair. The proposed system plays a file on a hard drive on the Cable 3 channel instead of playing back from VHS tapes or DVDs. Options include a compatible signage player used for public service announcements and a server for web streaming. Initial costs for the entire system is estimated between \$20,000 - \$25,000. Johnson expressed his desire to purchase the product from Camera Corner because they are close by to assist with training and troubleshooting. The committee asked to get several quotes from other vendors and set a meeting for 6:30pm on Tuesday May 13<sup>th</sup>.

The commission discussed the pros and cons regarding televising committee meetings. Hoerth reported that the cost of labor with 3 employees to televise the council meeting right now is \$66.14 per hour. Morack expressed his concern that the main issue is that the public sees the decision at the council meetings and none of the discussion at the committee level to get to that decision. Morack presented some cheaper alternatives that could be used at the committee level instead of operating 3 cameras including more detailed minutes by the secretary, video taping the meeting with 1 camera or an audio recording of the meeting. Hagar stated that minutes are primarily created to only reflect the action at the meetings because creating detailed minutes of a conversation can be subject to interpretation. Hagar stated that he would post this questions on a city administers website to get more information. Henke suggested that when the committee heads read the minutes at the council meeting that they provide more information. The committee asked to get information and a cost on wiring up the council room and conference room with a single camera. Kopitzke moved to not begin the practice of televising all committee meetings except in the event of a major issues that needs to get out in the public. Seconded by Tate. Approved by all.

Henke asked that the cable commission hold meetings every other month and that he is looking for a citizen member to sit on the commission

Tate moved to adjourn, seconded by Kopitzke. Motion carried by all. The meeting adjourned at 5:40 p.m.

Sectary,  
Chad R. Hoerth  
Director of Park, Recreation & Cable 3