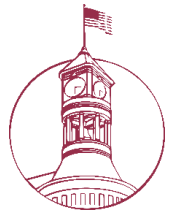


City of Columbus Cable Commission

Regular Meeting Minutes

Thursday, May 4, 2023 6:30 PM, Columbus City Hall

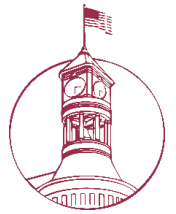


1. Call to order at 6:30pm
2. Roll call - Determination of quorum
 - Pulver, Pyfferoen, and Famularo were present. Zeigler arrived via Zoom at 6:37pm. Staff member Bennett was also present.
3. Notice of public meeting
 - Meeting was properly noticed.
4. Approve agenda
 - Motion to approve agenda by Famularo, second by Pulver. Motion is approved 3-0.
5. Approve minutes for October 5, 2022
 - Motion to approve October 5, 2022 minutes as written by Pulver, second by Famularo. Motion is approved 3-0.
6. Comments of citizens present
 - No citizens present for comment.
7. Financial Updates
 - Bennett gave a brief financial update and listed off the largest expenses incurred with \$2,198.98 for Cablecast Reflect subscription, \$1,051.79 for trying to replace the aging Jerrold transmitter, \$509.94 for Adobe Creative Cloud subscription, and \$275 for Wisconsin Community Media membership dues.
8. Programming Updates
 - Bennett provided a list of various events that were covered and new programs that were aired on the channels since the last meeting. Bennett noted that Municipal Court would no longer be filmed as it no longer takes place in City Hall since rejoining the Eastern Columbia County Joint Municipal Court.
 - Bennett gave some brief metrics of the channels highlighting that over 500 programs were aired in 2022 from 41 different producers. Bennett also noted that musical performances and theatrical performances required additional licensing in order to film and broadcast.
9. Equipment Updates
 - Bennett gave several updates regarding equipment. Bennett is in process of upgrading the Cablecast broadcast server from 7.4 to 7.6 and addresses analytic issues regarding Google's new updates in June in addition to providing functionality for automating and will replace the public site with internet channels making it easier to organize meeting videos and link them to appropriate pages of the City website. Bennett is researching various options to replace the TriCaster video switcher unit. Bennett brought up replacing some

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field equipment and electrical issues noted in the A/V room that is contributing to equipment malfunctioning.

- Bennett is working to restore broadcast to cable channels 980 and 981 as they have been down since near mid-March, a day after Charter moved their head-end to a new location and forcing Columbus to get a new transmitter that can push the signal out further to wherever the facility is. Bennett has worked with an engineer from Charter and has tried out several pieces of equipment to resolve the issue with no luck.
- Pulver asked if the Cablecast linked videos can be linked to the City Council page on the website.

10. Old Business

a. Updated Cable Ordinance

- Bennett presented the revised Cable Ordinance as approved during the November 15, 2022 Council meeting. The changes reflect the dissolution of the Water and Light Commission and eliminates the 6th member and maintaining the other 5 members. This means that only 3 Cable Commission members are needed for a quorum instead of 4. Bennett noted that the ordinance needs to be revised in regards to the Lead Cable Coordinator position since it's technically a contracted position as currently written.
- Pulver would like this item to be included in the next Cable Commission meeting in June.

11. New Business

a. School District involvement for channel 981

- Zeigler updated the commission on various upgrades the district is making to cover school events. Zeigler and Athletic Director, Jay Freerking are working on getting Wi-Fi to the football field over the summer to hopefully film games in the fall.
- Pulver asked about rights and licenses needed for music and plays. Bennett will email Zeigler information about those and Zeigler will bring it up to the School Board.

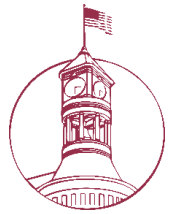
b) Wisconsin Community Media membership

- Bennett wanted the Commission's input as to whether or not to continue with member in Wisconsin Community Media (WCM) and presented a list of reasons to stay or not. Famularo gave a brief background to the current state of WCM as a former board member of WCM. The Commission discussed some concern of WCM doubling down on cable only. Pulver commented about the need to transition to online. Famularo would like a decision to be made by budget time at the October meeting.

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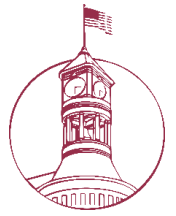
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- c) Columbus Cable master plan
 - Bennett brought up the need to update Sec. 26-45 of the Cable Ordinance regarding language for the Lead Cable Coordinator and have it differentiate between cable, City staff, and independent contractors and implement the differentiations within the rest of the Ordinance as needed.
 - Bennett addressed a need for the complete overhaul of Cable's policies and procedures document since parts directly contradict itself and the Cable Ordinance. It currently violates WI Open Records laws regarding videos of official City business and does not address copyright issues and broadcast licensing of music and plays. Pulver would like Bennett to send a draft highlighting changes to both the policies and the Ordinance and to send current versions of both to the group so they can add their input.
 - Bennett lastly addressed the future of cable television in general due to cord-cutting, ongoing threats to franchise fee, and Charter's transition to being an internet service provider and suggested a sustainability and viability study that could help transition to online and other broadcast platforms. Pulver would like to bring in other groups and Pyfferoen asking to reach out to get representation of community groups. Famularo agreed and suggested bringing in Tourism.
 - d) Authorize spending to get cable channels back on the air.
 - Bennett would like to try to keep utilizing current department head and City Administrator purchasing authority to find a solution to getting the cable channels back on air. If a solution comes along however and exceeds the City Administrator's authority, Bennett made a recommendation to be able to have authority to purchase a solution before the next Cable Commission meeting or instead of trying to hold a special meeting. of
 - Famularo motions to authorize spending exceeding City Administrator's authority, but not exceeding \$17,485. Second by Pulver. Roll call vote: Pulver – aye, Pyfferoen – aye, Famularo – aye, Zeigler – aye. Motion passes 4-0.
12. Future agenda items
- The Commission will need to pick a date and time for regular meetings. Bennett will send a Doodle poll to determine the next meeting.
 - The Commission will need to reorganize at the next meeting.

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13. Adjourned at 7:33 pm

Submitted by David Bennett