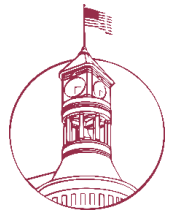


City of Columbus Cable Commission

Regular Meeting Minutes

Wednesday, June 7, 2023 6:30 PM, Columbus City Hall

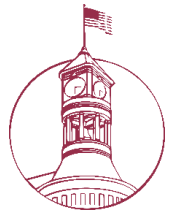


1. Call to order at 6:40pm
2. Roll call - Determination of quorum
 - Pulver, Pyfferoen, and Famularo were present. Staff member Bennett was also present.
3. Notice of public meeting
 - Meeting was properly noticed.
4. Approve agenda
 - Motion to approve agenda by Famularo, second by Pulver. Motion is approved 3-0.
5. Reorganization
 - Officers were elected.
 - Motion to elect Pulver as the Chair by Pyfferoen. Second by Famularo. Motion approved 3-0. Pulver has been elected by a vote of 3-0.
 - Motion to elect Pyfferoen as Vice-Chair by Famularo. Second by Pulver. Motion approved 3-0. Pyfferoen is elected by a vote of 3-0.
 - Motion to elect Bennett as Secretary by Famularo. Second by Pyfferoen. After discussion, staff member Bennett cannot be Secretary as he is not a voting member of the Commission. A new motion to elect Famularo as Secretary by Pyfferoen was declined. Motion to elect Ziegler as Secretary by Pulver. Second by Pyfferoen. Motion approved 3-0. Ziegler has been elected by a vote of 3-0.
6. Approve minutes for May 4, 2023
 - Motion to approve May 4, 2023 minutes as written by Pyfferoen with an amendment to correct the date at the top header, second by Famularo. Motion is approved 3-0.
7. Comments of citizens present
 - No citizens present for comment.
8. Financial Updates
 - Bennett gave a brief financial update and listed off the largest expenses incurred with \$970 RF to Fiber transmitter that was returned for refund after seller no longer could get the device shipped from the manufacturer. \$80.99 for compact Coax to Fiber transmitter that did not transmit far enough, but could be repurposed. \$43.21 for tools and adapters in anticipation of getting another transmitter and replacing modulators.
9. 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 covered Redbud Day, a Tap into History presentation, and the Library's Star Wars Family Fun Day.

City of Columbus Cable Commission

Regular Meeting Minutes

Wednesday, June 7, 2023 6:30 PM, Columbus City Hall



Bennett will be covering an oral history presentation taking place at the At Home Again assisted living center and will be coordinating with a few summer projects for the library.

10. 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 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 after finally getting in-depth diagnostics performed, have determined the problem may be the modulators. The transmitter has yet to be ruled out. Bennett will try to replace the modulators to see if that fixes everything.

11. Old Business

a. Updated Cable Ordinance

- Bennett presented his edits to the Ordinance. Changes to the Ordinance focused on updating who could be designated as Lead Cable Coordinator. The Commission consolidated a few sections differentiating between City and Cable staff and independent contractor.
- The edits for the Policies and Procedures were discussed. Main edits included official City videos retention to align with State Statutes and aligning policy with FCC regulations. The Commission discussed the option of renting equipment by for-profit businesses resulting in the creation of a fee schedule. The Commission would like a contract drafted and to possibly include a deposit clause for residents. Minor edits to staff usage and editing policies were discussed. Pulver would like the streaming and video-on-demand for producers clarified.

12. New Business

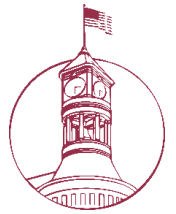
a. Broadcasting license(s)

- Bennett gave a brief overview of what broadcast licenses for music and theatrical performances the Cable Commission currently uses which

City of Columbus Cable Commission

Regular Meeting Minutes

Wednesday, June 7, 2023 6:30 PM, Columbus City Hall



only includes ASCAP for just cable TV broadcasts. Bennett stated the plan is to acquire proper licenses or a blanket license in order to broadcast copyrighted material to streaming, OTT apps, and video-on-demand. Bennett presented a list of additional music licenses such as BMI, GMR, SESAC and Sound Exchange and noted that theatrical performances are very limiting and generally propriety. Bennett listed a few theatrical licenses such as MTI, Stage Rights and DPS.

- Famularo noted that various places use a blanket license to play big music and run a couple of grand a year. The Commission would like Bennett to get pricing.
- Pyfferoen asked about policy for City employees filming copyright material. Bennett stated that all copyrighted material should have permission, and in the case of government, would be subject to open records laws rendering copyrighted material as public domain. Due to the open records being public domain, Bennett advises against City employees filming copyright material to respect those appropriate rights holders. Famularo would like to have this topic run by the City Attorney.

b. New meeting date / time

- Pyfferoen motions to establish the 4th Monday of each month as the new date for Cable Commission meetings. Famularo seconds. Motion approved 3-0.

13. Adjourned at 7:33 pm

- Topics for future agendas include budget, licensing and carryover request information.

Submitted by David Bennett