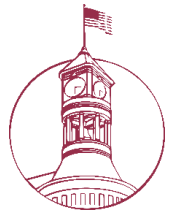


City of Columbus Cable Commission

Regular Meeting Minutes

Monday, July 24, 2023 6:30 PM, Columbus City Hall

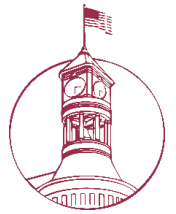


1. Call to order at 6:37pm
2. Roll call - Determination of quorum
 - Roelke, Pyfferoen, and Famularo were present. Staff member Bennett was also present. Pulver via Zoom at 6:40pm.
3. Notice of public meeting
 - Meeting was properly noticed.
4. Approve agenda
 - Motion to approve agenda by Famularo, second by Roelke. Motion is approved 3-0.
5. Approve minutes for June 7, 2023
 - Motion to approve June 7, 2023 minutes as written by Roelke, 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 new mini demodulator for testing future replacement modulators along with new coax cables and adapters. Bennett is in process of purchasing a replacement transmitter and modulators.
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 covered a library S.T.E.A.M. event, an oral history program at the At Home Again Assisted Living facility, and a Tap into History presentation about Governor Lewis.
9. Equipment Updates
 - Bennett gave several updates regarding equipment, but focusing on replacement of failed modulators and an RF-fiber transmitter. After being let down by several A/V sales companies, Bennett is working with Marketek to procure replacement modulators, especially as backups. Bennett will be picking up a bunch of discarded modulators from Monona. New coax cables and adapters and a mini demodulator were purchased in anticipation of a possible new equipment.
 - Bennett is waiting to hear back from several companies about the replacement transmitter and in the meantime is working with Charter to borrow a transmitter once the old modulators are replaced.
 - Bennett had asked Charter about going digital rather than analog and received a reply from them advising to save the money and stay analog and that there's

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not much desire on their end to upgrade their equipment. Charter receives analog signal and so we have to transmit in analog to them. State Statute dictates that we send signal that has to work with whatever Charter's willing to receive it in.

10. Old Business

a. Updated Cable Ordinance and Policies

- Bennett presented the cleaned up edits to the Cable Ordinance and Policies. Pyfferoen had a question about approval by Lead Cable Coordinator or Cable Commission for lending equipment. Pulver would like it to be at coordinator's discretion due to being the point of contact and to decide in specific situations if a deposit is required.
- Pulver asked about the difference in the online streaming and VOD policy. Bennett stated that it is now simplified.
- Roelke motions to move the updated Ordinance and Policies to the Ad Hoc Committee for review. Second by Pyfferoen. Motion passes 4-0.

11. New Business

a. LPFM Discussion

- Bennett gave a brief overview of the LPFM licensing window that takes place from November 1 to November 8, 2023. Famularo added that it's the first time in a decade and gave Sun Prairie as an example. She added that it would be an opportunity for sponsorships, but can require a lot from staff. Pyfferoen asked if cities our size use it and if there were enough interest. Famularo addressed questions about programming and cost. Startup costs range from \$15,000 - \$45,000 and would require a high place for a tower. Additional costs would be licensing for music at about \$3,000 per year. Pulver asked about feasibility and Roelke suggested partnering with the School District. Famularo, Pyfferoen, and Roelke will help research and talk to the schools. The Commission would like to keep this item for the next agenda.

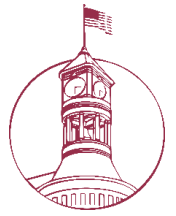
b. 2024 Budget

- Bennett presented a simple worksheet for the 2024 budget. The Commission only had an issue with the Salary / Wages and Social Security / Medicare line items for the part-time Production Specialist position. Pulver suggested that we increase it or give up trying to hire since the position has been open before Bennett was hired. Pyfferoen would like to reallocate the funds. Bennett may possibly use AI or a robotic system to film meetings. Bennett may keep it as is, just in case, but ultimately agrees to reallocate it if there's no hire in 2024.
- The Commission had no further comments or direction regarding the budget.

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12. Future Agenda Items

- LPFM information – for next meeting
- Budget update
- Ad Hoc update

13. Adjourned at 7:29 pm

Submitted by David Bennett