



**Minutes**  
**Columbus Cable Commission**  
Wednesday, August 3, 2022  
Council Chambers, City Hall, 5:30 pm

1. Call to order at 5:30pm
2. Roll call - Determination of quorum
  - Members Traxler, Pyfferoen, Roelke and Pulver were present.
  - Staff member Bennett was present.
3. Notice of public meeting
  - Meeting was properly noticed.
4. Approve agenda
  - Motion by Pyfferoen, seconded by Pulver. Approved 4-0.
5. Approval of Minutes for May 4, 2022
  - Motion by Pulver, seconded by Pyfferoen. Approved 4-0.
6. Comments of citizens present
  - No citizens present for comment.
7. Staff Updates
  - Bennett gave updates on programming, stating the channels are averaging over 40 programs per month and highlighted recently completed National Night Out and Aquatic Center videos. Bennett gave news about successfully testing a way the Cablecast broadcast system can air YouTube live streams on cable TV. Traxler asked for clarification about the City's policy for live streaming. Bennett stated that for the City to live stream to a platform other than Cablecast, there would need to be permission from the Council and that a new website and social media policy is in the works. Cable can air live streams from YouTube at discretion.
8. New Business
  - a) Reorganization
    - The Commission selected Chair, Vice-Chair and Secretary. Roelke made the motion to select Traxler as Chair, Pyfferoen as Vice-Chair, and Bennett as Secretary. Pyfferoen seconded. Roll call

vote: Traxler – aye, Pyfferoen – aye, Roelke – eye, Pulver – aye.  
Passes 4-0.

- b) Discuss potential changes to Cable Ordinance and Cable Commission membership
- Bennett stated that due to the Water and Light Commission being replaced by the Utility Commission, the Cable Ordinance is one of 18 ordinances affected. The Commission may send ideas on how Council may restructure and possibly rewrite the Cable Ordinance. Bennett then presented a vision of the Cable Commission being a part of or becoming a more encompassing media or communications commission. The vision includes closely working with the Commotion to make that a replacement for the defunct newspaper and include possible radio expansion. Bennett plans to meet with Recreation, Library and Senior Center to further discuss the vision with the Commotion and flesh out a potential plan.
  - Commission discussed support for the vision, but would like to see a plan on paper. The Commission agreed membership should be between 5 and 7 members and should include a representative of the Council, Library, and Schools with Residents. Traxler would like Bennett to draft a media plan to address the scope, funding and membership of a possible media/communications commission. Additionally, Bennett should work with the City Administrator and City Attorney to review the draft.
- c) Discuss potential equipment sale to Watertown School District
- Bennett presented a request from Lisa Famularo, on behalf of the Watertown School District to possibly donate or sell at a modest price some old broadcast equipment so they can start up their cable channel. The Commission discussed being okay with selling old gear, provided it is not needed as a backup. Bennett plans to acquire a new external hard drive to store archived meetings. Traxler asked about timeline in which Bennett stated that Watertown would be on our schedule. Bennett also mentioned that Watertown has not submitted a list of gear needed.
  - The Commission agrees to be open to potential sale of equipment to Watertown School District, but would like to see a list and prices of equipment to be sold prior to any sale taking place. Bennett will additionally follow any City policy regarding sale of equipment.

- d) Discuss and take action on Council Chamber presentation upgrades
- Bennett presented various options for upgrading the presentation system in the City Council Chamber. Presented replacements included monitors, projector, audio-visual rack upgrades and connection upgrades.
  - Traxler suggested that any audio-visual equipment that function only within the Council Chamber should be a Council decision and funded from the general fund. The Commission agreed that replacing the projector and monitors in the Council Chamber will be omitted from the upgrade list. The Commission supports replacing the Kramer transmitter, receiver, and switchers along with swapping VGA connections for HDMI to improve the cable broadcasts.
  - Roelke motions to approve of the Kramer replacements for \$290.93 and connections replacements for \$166.25. Pyfferoen seconds. Roll call vote: Traxler – aye, Pyfferoen – aye, Roelke – aye, Pulver – aye. Motion passes 4-0.
9. Establish next meeting date
- Next meeting is tentatively for Wednesday, September 7, 2022 at 5:30pm
10. Adjournment at 6:27pm

*Submitted by David Bennett*