

COMMUNITY TELEVISION ADVISORY COMMITTEE

Minutes

October 18, 2007

CTV, Roseville

1. Call to Order

Tim Domke called the meeting to order at 6:31.

The following persons were in attendance:

Public Access: Duane Rivard, Dave Greer, and Robert Zuniga

Educational Access: Wayne Powers

Government Access: Greg Dewey

Staff: Cor Wilson, Pat Cook and Tim Domke

2. Approve Agenda of October 18, 2007

Wayne approved the agenda. Duane Rivard seconded the motion and unanimously approved.

3. Accept Minutes of August 16, 2007

Duane Rivard moved to accept the minutes. Wayne Powers seconded the motion and unanimously approved.

4. Staff Reports

a. Executive Director – Cor reported that all briefs in the lawsuit challenging the Federal Communications Commission's December 2006 order on video franchising for new competitors are due to be filed in early November. She said that the Sixth Circuit will likely schedule the case to be heard after the first of the year. The FCC had originally planned to issue video franchising rules for incumbent cable operators (Second Report and Order) in September, but the chairman pulled it from the agenda just before the meeting. She said she has heard that the item is now expected to be on the FCC's October 31 agenda.

Cor also reported that the working group that was supposed to study cable franchising has yet to meet, but she noted that the legislation moving franchising to the state level is still alive and could be acted on in 2008. Qwest has announced plans to seek several franchises in the state, and most think the company is trying to demonstrate that the current system does not work and that cities are making unreasonable demands. The company's main issue is the requirement to build out and serve an entire jurisdiction, and she noted that current state law requires a new entrant to match the incumbent's franchise in area served. She said that staff has prepared a model franchise for the NSCC cities to use should one or more of them be approached by Qwest for a franchise.

b. Operations: Mr. Domke handed out the 2008 CTAC schedule to the committee for approval at November's meeting.

Mr. Domke informed the committee that CTV's Interns were hard at work with various video productions from Ben Cook and Todd Morris. Intern Ellen Anderson came into CTV's studio to begin her project of building an interview set for staff and volunteers.

Domke announced a CTV Mixer for November 10. The goal: to educate and provide a place and time for volunteers to meet. Some educational sessions include switcher effects, studio and portable lighting and use of CTV microphones.

Domke announced the hiring of CTV's newest Municipal Production Coordinator, Jamie Schreiber. Domke told the committee that Schreiber was a former CTV intern that should be excellent talent for field shooting and editing.

Domke thanked Robert Zuniga for his stepping up to help produce a program that explains how women have many choices when it comes to having a baby.

c. Technical Services Administration: Mr. Cook reported that the IT's intern Ryan Kroll continues to work on computer graphics for High School sports.

Mr. Cook reported that the technical staff was still waiting on camera parts (prizim assembly) for the camera that was dropped during a truck shoot. Currently, all of the pieces for the lens are in. In future a handheld camera operator will need to wear a belt that supports part of the camera cable.

Mr. Greer and Mr. Cook have been looking at wiring layouts at the Roseville Ice Arena. Cook and Greer are looking at possibilities to lay video and audio cables into the ice arena for future shoots.

Cook reported that program sharing on the server is starting to catch on! Cottage Grove recently pulled down some sporting events for their channel.

Trucks: Audio snake work is being done to shore them up using new connectors to allow for more flexibility and redundancy.

Terri and Ian have been working on an upgrade for our data system. Committee should let Pat know if there is any feature they feel should be on the program.

Cook reported that Monitors in edit suites have been installed. The old monitors are available to the public. Cook added that additional equipment ordered for this year include: One HD Camcorder (for staff) a new camcorder plus the staff Camcorder for portable use. New LCD monitors for the truck, a new Plasma TV for set use, portable lights for the studio, and additional light kit soft boxes will be purchased. Cook will also be purchasing a hand-held test monitor and audio digital processor. The processor will allow better control of hum and feedbacks in council chambers.

5. General Business

a. Discussion: 2008 budget update: Ms. Wilson will have more information for the November meeting, most of the budget will be spent in Master Control.

b. Discussion: 2008 class schedule: Mr. Domke introduced Dave Schulte to the committee for his description of '08 classes. Mr. Schulte reported on new classes in addition to the standard classes. Some of the new classes will be Digital Story Telling, Web Distribution, Truck Certification, Level 1 and I-Movie.

6. Miscellaneous

a. Mr. Domke reported that his first truck scheduling issue occurs on 10-27. Domke will work with the producers before using the points system.

b. Ms. Wilson reported that volunteers would be able to use promos from the recent MACTA conference that Wilson attended. CTV can break out promos for city and school use.

c. Marketing ideas: Many ideas for marketing CTV were mentioned by committee members. They included: Categorizing emails for different information, emailing weekly events, event promotion (truck shoots, city events, etc.), I-Pod casting, and a youth media approach at Jr. Highs or High Schools during the holidays when schools are closed.

d. At November's meeting, the committee will vote for a chair and vice-chair positions.

7. Adjournment

Wayne Powers moved to adjourn. Dave Greer seconded the motion and unanimously approved Meeting adjourned at 7:50pm.