

DRAFT MINUTES TO BE APPROVED ON JUNE 11TH, 2009

Cable Commission Meeting Minutes

Thursday, May 21, 2009 4:00pm

City Hall, Hall of Fame Room

Present: Henry Verden, Greg Jensen, Bill Mansfield, Mayor Jim Griffin

Absent:

Staff Present: Media Services Director Bill Brehm
Christina Dollhausen, Administrative Support

1. The meeting was called to order by Brehm @ 4:07 pm.
2. Election of Cable Commission Chair. Motion was made to nominate Greg Jensen for Chair. Nomination was approved by unanimous acclamation.
3. Jensen entertained nominations for Vice Chair. Motion was made to nominate Bill Mansfield. Nomination was approved by unanimous acclamation.
4. Motion by Verden to approve the minutes of 4/16/09, seconded by Mansfield. Motion was approved by unanimous acclamation.
5. Director Brehm gave an update regarding current productions and activities in the Media Services Department.
Dance Recital Coverage has begun - Syttende Mai received more coverage than past years, WSTO went Live with the Hall of Fame Ceremony & parades with much positive feedback - Plans for coverage of SHS Graduation are underway.
The new City website is set to launch next week.
6. Financial Update was presented by Director Brehm. Moved by Mansfield to accept the financial update as presented, seconded by Verden. Motion was approved by unanimous acclamation.
7. Proposal to change Opera House staffing hours and job description/title/wage scale for Opera House Event Coordinator position.
A brief question and answer period ensued. Moved by Mansfield, seconded by Verden to recommend to the Community Affairs – Council Policy Committee to review and approve/recommend Directors proposal to eliminate Media Services Administrative Assistance from the Opera House Event Coordinator position description and reallocate saved funds to part-time hourly wages in the Media Services budget.
Motion was approved by unanimous acclamation.
8. Future agenda items: VHS to Digital Archiving Project, Charter Impact, Quarterly Report in June, Discussion to clarify Cable Commission and Opera House relationship, suggestions to fill empty seat on cable commission.
9. Future Meeting Date: Thursday June 11th, 2009 @ 4:00pm
10. A motion was made by Mansfield, seconded by Verden to adjourn the meeting at 5:10 pm.

Respectfully Submitted,
Christina Dollhausen
Administrative Support