

*Office of*  
**Southwest Fox Valley Cable and Telecommunications Consortium**

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Consortium Coordinator

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## **Meeting Minutes**

A meeting was held on Thursday January 14, 2010 at 5:30 PM at the Waubonsee Community College to discuss the current status of the Consortium.

### **Board Members present:**

Gary Golinski – Yorkville  
Dennis Keene – Sandwich  
Jane Regnier – Waubonsee  
Scott Mulliner – Plano

### **Others:**

Mike Rennels – Program Manager  
Max Herwig – Consortium Coordinator

### **Topics of Discussion:**

#### **Meeting Minutes Approval**

Dennis made a motion to approve the December 3<sup>rd</sup> 2009 meeting minutes and Jane seconded the motion. All Board members present voted yes. Motion passed.

#### **Budget Report**

The checking account has a balance of \$204,873.97 as of 12/31/09.

#### **Payment of Current Bills**

Consortium Coordinator meeting payment invoice for 4 meetings \$400.00. Scott made a motion to approve payment of the \$400.00 and Jane seconded the motion. All Board members present voted yes. Motion passed. Jane submitted a bill from Waubonsee for 4<sup>th</sup> quarter 2009 for \$25,442.41. The bill showed the correct dollar amount but the billing period shown, July 1 to December 31, was an error. It should have been October 1 to December 31<sup>st</sup>. Jane will submit a corrected statement to Max. Dennis made a motion to approve the payment to Waubonsee, based on the corrected statement, and Scott seconded the motion. All Board members present voted yes. Motion passed.

#### **Collection of Quarterly Consortium Membership Fees**

Max reported that 3<sup>rd</sup> quarter fees were collected. He reported back on the meeting he had with Comcast on December 4<sup>th</sup> regarding the billing process. Comcast stated that they will not be able to send a copy of the quarterly franchise statement to Max because of their new billing process that has been moved out east. Max will have to get the franchise fee information from each of the communities. He has contacted each of the consortium community's financial departments and has made arrangements on the billing process starting with 4<sup>th</sup> quarter 2009.

#### **Quarterly Refunds**

No Refunds

#### **Old Business**

##### **Manager Report**

Mike reported that he has received 12 responses to his survey out of 65 sent out. He stated he will send out a follow up email to those who had not responded.

## **Members Report**

Gary reported that he had gotten allot of comments on the new layout of the bulletin board layout.

## **New Business**

### **Manager's Report**

Mike handed out his monthly reports for December and reviewed it with the Board. See attached report for details. He reported that he had to replace all ten of our batteries for the field cameras, a camera and battery charger were broken and needed fixing and three of our VCRs need repair. These repairs will cost approximately \$6,200.00 which exceeds the \$5,000.00 budgeted for repairs. \$1,200.00 will be transferred from our capital line and moved to the Repair line of the current budget. The bottom line for our budget will not change.

Mike reported that we are currently stressing out the computer that is currently streaming both channel 10 and 17. There is sound but the picture locks up. The educational video people at Waubensee have loaned us a computer so that we will have one computer per channel which should correct the problem.

Mike gave a report on the current status of Oswego and that their Technology committee met, there are three new committee members with the new chairperson being a trustee. Mike will give Max he phone number and name of the chairperson so Max can contact him and give him the up to date financial report of the Consortium.

Mike stated that the February class for TVP001 is scheduled for the first 4 Saturdays in February and that so far there is no one signed up. He also stated that we were not going to be doing the Aurora East - West game because it is being held at NIU this year.

### **Member Reports**

None

### **Other**

### **By-Laws- Discussion**

Gary asked if the Consortium Board members are appointed by their Mayor and voted by the community's Board. The answer was yes.

Gary made a motion to approve the revised By-Laws as submitted and Dennis seconded the motion. All Board members present voted yes. Motion passed.

### **Audience Comments**

None

### **Schedule next meeting**

The next meeting is scheduled for April 8th 2010 at 5:30 PM at Waubensee.

### **Meeting Adjourned**

A motion to adjourn was made by Gary and seconded by Scott, All Board members present voted yes. Motion passed.

Please direct any corrections or question on the above to Max Herwig via email or 630-697-5285.

Respectfully,

Max Herwig

Public Access Television  
Monthly Report  
December, 2009

- Access users and staff scheduled (16) remote shoots, (13) edits, (7) Studio shoots, and (3) meeting/tours.
- Completed (4) city council meetings for Yorkville and Plano.
- Hosted a SFVCTC Board Meeting on Dec. 3<sup>rd</sup>.
- Hosted a Tiger Cub tour on Dec 12<sup>th</sup>.
- Taped (3) episodes of "Behind the Badge" with the Yorkville Police Dept on Dec. 3<sup>rd</sup> and 17<sup>th</sup>.
- Taped "Fox Valley In Focus on Dec. 19<sup>th</sup>. Guests were Rose Spears, Yorkville alderman and Mike Chapin, School Dist. 129 spokesperson.
- Began streaming channel 10, Government Access programming, on fvtv.info website.
- Distributed programming survey to city staff and officials in North Aurora, Yorkville, Plano and Sandwich.

Goals for January, 2010

- Host a SFVCTC Board meeting.
- Shoot "Fox Valley In Focus".
- Hold a Producer's Meeting for FVTV access producers and guests.
- Shoot "Behind the Badge".
- Revise web site look to incorporate better graphics and design.