

Office of
Southwest Fox Valley Cable and Telecommunications Consortium

Max Herwig 3 Candlewick Court North Aurora, Illinois 60542
Consortium Coordinator

Phone: (630) 697-5285
Fax: (630) 906-0398

Meeting Minutes

A meeting was held on Thursday October 1, 2009 at 5:30 PM at the Waubensee Community College to discuss the current status of the Consortium.

Board Members present:

Gary Golinski – Yorkville
Dennis Keene – Sandwich
Jane Regnier – Waubensee
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 September 10th meeting minutes and Gary seconded the motion. All Board members present voted yes. Motion passed.

Budget Report

The checking account has a balance of \$174,351.05 as of 09/31/09.

Payment of Current Bills

Waubensee Bill for \$21,220.52

Scott made a motion to approve the payment and Gary seconded the motion. All Board members present voted yes. Motion passed.

Collection of Quarterly Consortium Membership Fees

Max reported that Comcast has changed their billing process and their billing is now coming from out east and we did not get a 2nd quarter statement from them. Max stated he was told by Yohan Fernando of Comcast that we would need to write a letter requesting that we get a copy of the quarter statements moving forward starting with the 3rd quarter. Max reported that he wrote the letter and emailed it to Yohn on September 8, 2009. A discussion on what to do about the 2nd quarter was held and it was the consensus of the Board not to bill the communities but to write them a letter letting them know that we were not collecting the 2nd quarter fees.

Quarterly Refunds

Old Business

Manager Report

Mike reported that he has set up a meeting to discuss streaming video for October 6th with the computer consultant.

Members Report - None

New Business

Manager's Report

Mike handed out his monthly report for September and reviewed it with the Board. See attached report for details. Jane and Mike presented Mike's Detailed Assessment Report for 2009-2010 for Public Access Programming. Max will send out a copy of the report.

Mike gave a report that none of the communities were interested in the old Mac's we have. He stated that based on what he saw on EBay he suggests we ask \$300.00 for the 3 - G4s, \$400.00 for 1 of the G5's and \$350 for the other G5 and offer them to the producers/users. Jane made a motion to have Mike offer the used Macs to the producers/users and Dennis seconded the motion. All Board members present voted yes. Motion passed.

Member Reports

Other

Max requested that the Board approve \$50.00 for petty cash. He is down to \$9.59. Jane made a motion to approve the \$50.00 for petty cash and Scott seconded the motion. All Board members present voted yes. Motion passed.

Max stated that in regards to his payments for the meetings he would keep track and after six months submit an invoice for those meetings.

Max reported on the new Comcast problem escalation process. The new process is as follows:

If a customer has an issue, they should call customer service at 1-866-594-1234. If you get a customer complaint, you can email it to: Chicago_WestMunicipalInquiries@comcast.com You need to be sure you provide the customers name, address and phone number of the account. Also be sure to include your name, contact information and your title, i.e. trustee, alderman etc.

If you use email, please be sure to put me on the "Copy To" so I can follow up.

Chicago West Municipal Inquiries will look into all complaints forwarded to them and get them resolved.

By-Laws- Discussion

Scott made a motion to table the discussion on the By-Laws until Vince could be part of the discussion. Motion was seconded by Gary. All Board members present voted yes. Motion passed.

Intergovernmental Agreement Discussion

Scott made a motion to table the discussion on the Intergovernmental Agreement until Vince could be part of the discussion. Motion was seconded by Gary. All Board members present voted yes. Motion passed.

Audience Comments

None

Schedule next meeting

The next meeting is scheduled for November 5th at 5:30 PM at Waubensee.

Meeting Adjourned

A motion to adjourn was made by Jan and seconded by Gary, 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

Attachment A

Attachment A

Public Access Television Monthly Report September, 2009

- Access users and staff scheduled (17) remote shoots, (22) edits, (2) meetings, and (2) studio shoots.
- Hosted a SFVCTC Board meeting on September 10th and September 24th.
- Taped Yorkville "Hometown Days" September 4th, 5th, and 6th.
- Taped Sandwich Sesquicentennial event September 25th and 26th.
- Completed (4) city council meetings for Yorkville and Plano.
- Aired Yorkville "Hometown Days".
- Taped a remote segment for "Fox Valley In Focus" at the Kishwaukee Education Consortium.
- Channel 10 became operational on Comcast cable.
- Provided camera training to West Aurora High School Broadcast club.

Goals for October, 2009

- Host a SFVCTC Board meeting on October 1st.
- Shoot "Fox Valley In Focus" October 10th.
- Hold a Producer's Meeting for FVTV access producers and guests.
- Edit and air "Sandwich Sesquicentennial".
- Purchase FY09/FY10 equipment and supplies.
- Test operational streaming server for channel 10 and 17.
- Transition all city council meetings and city notices to channel 10.
- Shoot new program "Behind the Badge" with Yorkville Police.