

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 December 3, 2009 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
Vince Mancini – North Aurora

Others:

Mike Rennels – Program Manager
Max Herwig – Consortium Coordinator

Topics of Discussion:

Meeting Minutes Approval

Two changes were made to the minutes of October 1. They were: Mike Rennels and Max Herwig were both in attendance at the meeting and the G4 computer costs were corrected. Dennis made a motion to approve the meeting minutes as corrected and Jane seconded the motion. All Board members present voted yes. Motion passed.

Budget Report

The checking account has a balance of \$153,094.51 as of 11/30/09.

Payment of Current Bills

No Bills

Collection of Quarterly Consortium Membership Fees

Max reported that 3rd quarter fees were billed to the communities and that he sent them a notice that we were waiving the 2nd quarter fees. He also stated that he will be attending a meeting with Comcast on Friday December 4th to discuss the Consortium and the billing process.

Quarterly Refunds

No Refunds

Old Business

Manager Report

Mike reported on the streaming video and that we were streaming since the beginning of November. He showed a live demo of the streaming on channel 17 and that he was working on channel 10 and had the coding for it and it should be done before Christmas break. Jane asked Mike if he could summarize the technology we were using and if the streaming operation was on a server here at Waubonsee. Mike stated that we were using the internal cable feed here that goes into a computer that is a server which has two

video cards and from there the signal is sent to our web page provider which is on the east coast. The cost for the web page provider is \$6,000.00 per year for this service. Mike said that the true test of this is what kind of volume we could handle based on our band width.

Mike presented the Consortium with \$1,650.00 for the results of selling the older computers.

Members Report - None

Scott asked about the escalation process and Max said he would send out email again with the process. Here is the process:

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@cable.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 Max on the "Copy To" so he can follow up.

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

New Business

Manager's Report

Mike handed out his monthly reports for October and November and reviewed them with the Board. See attached reports for details.

Member Reports

None

Other

By-Laws- Discussion

The current By-Laws were reviewed and discussed by the Board and several changes were recommended to be made. Max will update a draft copy of the By-Laws with the proposed changes in red and email a copy to the Board for review. A vote on the updated By-Laws will take place at the next Board meeting.

Intergovernmental Agreement Discussion

Jane made a motion to remove the discussion on the Intergovernmental Agreement and that no changes be made at this time. Dennis seconded the motion. All Board members present voted yes. Motion passed.

Audience Comments

None

Schedule next meeting

The next meeting is scheduled for January 14th 2010 at 5:30 PM at Waubonsee.

Meeting Adjourned

A motion to adjourn was made by Vince 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

Public Access Television
Monthly Report
October, 2009

- Access users and staff scheduled (9) remote shoots, (28) edits, (3) meeting/tours, (4) classes, and (2) studio shoots.
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- Hosted a SFVCTC Board meeting on October 1st.
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- Taped two episodes of "Fox Valley In Focus" on October 10th. The programs featured Plano Mayor Bob Hausler, Kishwaukee Education Consortium instructor Renee Riedelsperger, Kane Co. Board member Bonnie Kunkel, and Sandwich's 150 year celebration.
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- Taped the first episode of "Behind the Badge" in cooperation with the Yorkville Police Dept. The program featured two guests from the Illinois Liquor Control Commission.
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- Completed (4) city council meetings for Yorkville and Plano.
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- Hosted a class field trip for the Kishwaukee Education Consortium on October 29th.
- Held a Producer's Meeting on October 30th with 15 users and guests. A drawing was held to sell off old edit computers. The featured topic was the "LiveType" graphic program.
- Successfully transitioned government programming and notices to channel 10.

Goals for November, 2009

- Host a SFVCTC Board meeting on November 5th.
- Shoot "Fox Valley In Focus".
- Hold a Producer's Meeting for FVTV access producers and guests.
- Shoot "Behind the Badge".
- Test operational streaming server for channel 10 and 17.

Public Access Television
Monthly Report
November, 2009

- Access users and staff scheduled (9) remote shoots, (14) edits, (3) meeting/tours, and (3) classes.
- Completed (4) city council meetings for Yorkville and Plano.
- (4) students completed the TVP002 (Intermediate Editing and DVD) class.
- Hosted a studio tour for the Kishwaukee Education Consortium on November 10th.
- Worked with the City of Yorkville to adjust and trouble shoot the Council chambers sound system
- Arranged to carry Channel 10 programming on Waubensee's internal cable system.
- Began live streaming of channel 17 public access programming on fvtv.info.

Goals for December, 2009

- Host a SFVCTC Board meeting on December 3rd.
- Shoot "Fox Valley In Focus" on December 19th.
- Hold a Producer's Meeting for FVTV access producers and guests.
- Shoot 3 episodes of "Behind the Badge".
- Revise web site to stream FVTV government access channel programming live.
- Distribute programming survey to city staff and officials in North Aurora, Yorkville, Plano and Sandwich.