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**CATV REGULATORY BOARD
COUNCIL CHAMBER OF THE MUNICIPAL BUILDING
136 N. MONROE STREET
December 10, 2020
5:00 p.m.**

1. **Call to Order and Roll Call.** Laura Cotting called the meeting to order at 5:14 p.m. CATV board members present: Laura Cotting, Eric Rhynes and Dale Van Holten. CATV Director Jesus Burgos was also present along with the City Clerk/Treasurer Mo Hansen.

2. **Approval of Previously Unapproved Meeting Minutes from November 12, 2020**

Motion: Moved by Eric Rhynes to approve the unapproved minutes from November 12, 2020, seconded by Dale Van Holten. **Voice vote:** Approved.

3. **Citizen Input**

None

4. **Director's Report**

Jesus informed the board that both stations are running fine. The CATV crews continue working on the Rafael Viloria show. Jesus mentioned that Rafael Viloria was planning on donating to WLOO/CATV and asked Mo Hansen if he could give the board more information on this subject. Mo Hansen added that Rafael Viloria reached out and mentioned that he was interested in contributing to the Cable Station and his employer would provide a match. The employer requires that it be for a 501 C3 entity which we do not have and that is why we have reached out to the Waterloo Community Foundation that is chaired by Steve Battenberg and has a 501 C3. Rafael Viloria is in communication with Steve Battenberg and his employer to make the transaction possible. Once the check is sent to the Waterloo Community Foundation then the Community Foundation will send the full amount to be deposited as revenue for the Cable Board and its fund. Laura Cotting mentioned that it was very exciting and great news. Jesus Burgos asked Mo if it would be possible for the Cable Board to get their own 501 C3. Mo answered that it was possible but that there existed a bit of administrative necessity related to it. You would have to deal with the IRS on a recurring annual basis. There is nothing illegal with this kind of transaction. We could create an entity like Friends of the Cable Station. Friends of Fireman's Park is a similar situation. Dale Van Holten replied that with his experience on working with different boards it is a real pain to start up and a real pain to keep it going with annual filing and everything else. If we have an already existing foundation in place through Steve, that will work out better. Jesus Burgos replied that the reason why we should consider getting our own 501 C3 was because once we start more productions and begin to bring in advertising and sponsors it will really become a headache to continue having to go through a separate organization. Laura Cotting mentioned that there are a couple of nonprofits that she was aware of that had troubles keeping up with the IRS filings, it is easy to forget. You have the federal filing and state filing, they give a little slack to nonprofits but if you do not file for several years, they can dissolve your 501 C3. Laura added that she knew a couple of organizations who actually paid a modest fee to an accounting firm who just does the finance. They keep track to make sure that filings are on time and the price for that is \$50.00 - \$100.00 a year. If we do plan on going that route, I am sure that an accounting firm can do the filings and then its handled. Jesus asked the board if they could add this to our next meeting agenda since he still was on his report. The board members agreed and Laura asked to put it under new business.

Jesus continued by mentioning that Michael Blumenburg was interested in working on a new program with the idea of recording local tourist locations in Wisconsin and had a connection with Cave of The Mounds. Jesus agreed but he would like to create a pilot to present to the Wisconsin Department of Tourism in order to receive funding. Laura added that Michael could investigate the Ancient Earth Works Society and that she would like to share that information with Michael. Jesus replied that he would have Michael communicate with Laura to

get all the needed information. Jesus continued by mentioning that he gave Michael permission to continue with his Cave of the Mounds recording so that we can use it as our first Pilot.

5. New Business

Jesus explained that Total Info renewal was due for renewal and if they were interested in saving money, they could consider eliminating the Total Info contract. Dale Van Holten felt that we are always looking for content and that Total Info was content. Jesus added that he was just mentioning the idea in case the board had interest in going that route. Dale asked when we had to make the decision and Jesus informed the board that it was due on December 20, 2020. Laura asked how much did cost to renew and Jesus answered \$1200.00 per year. Laura answered that it was a lot of money but as Dale mentioned it was good content. Eric Rhynes also agreed with Dale. **Motion:** Moved by Dale Van Holten to approve the renewal of Total Info. **Roll Call:** Laura Cotting Yes, Eric Rhynes yes, Dale Van Holten yes. **Motion Carried.**

6 Unfinished Business

A- Live Streaming and installation and training

Jesus Burgos explained that he ran into some complications with the video codec that the Showgun video recorder was sending to the VIER BIT live streaming system. He clarified that the technician that Leightronix sent to install the VIER BIT concluded that CATV would have to pay \$1000.00 extra to make this happen and Jesus did not agree so he asked the technician to leave it there and he would see about any alternatives. Jesus was able to find a solution and finally the live streaming VIER BIT was installed and ready to Live Stream without any extra cost. Now that the Live streaming was installed, he was able to schedule the training sessions. Eric Rhynes asked if there was any way they could see the live stream test and Jesus said that on the following Monday he would send out a email with where and how to go to see the live streaming from the City Council Chamber.

B- Waterloo School District Partnership Project

Because of Covid -19 we are still awaiting on the School District to inform us on what will be available to record or live stream.

7- Future agenda items and announcements

- A- 501 C3 Tax Exempt
- B- Next meeting January 5, 2020 at 5:00 PM

Adjournment:

Motion: Moved by Eric Rhynes, Seconded by Dale Van Holten. **Voice vote:** Motion carried.