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**CATV REGULATORY BOARD
COUNCIL CHAMBER OF THE MUNICIPAL BUILDING
136 N. MONROE STREET
April 30, 2020
5:00 p.m.**

1. **Call to Order and Roll Call.** Laura Cotting called the meeting to order at 5:00 p.m. CATV board members present Laura Cotting, Bobbi Foutch Reynolds, 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 September 3, 2019**
Motion: Moved by Bobbi Foutch Reynolds to approve September 3, 2019 minutes. Seconded by Eric Rhynes.
Voice vote: Approved.
3. **Citizen Input**
None
4. **Director's Report**
Jesus mentioned that he was happy to announce that the new HD equipment was installed by Leightronix and was on the air and looks fantastic. Laura Cotting added that she has looked at it and it looked marvelous and it was just exciting, its something where we can sell airtime now. Jesus Burgos continued by mentioning that we were still in the process of converting the programing videos from analog to HD as we are on the air. This conversion would take about another month. Jesus Burgos also touched on the meeting he had with other directors from different Peg Stations with legislators from Madison, Wisconsin. Jesus mentioned that the Peg directors went in groups of two with different legislators where they presented the needs of Peg stations in Wisconsin and what areas they would need the support from the Representatives and Congressmen. Jesus pointed out that he had the opportunity to meet with Representative John Jagler and staff members from the office of Jim Sensenbrenner who really made us feel welcome and were quite interested in listening to our ideas and needs. Jesus also mentioned that CATV was running PSA'S dedicated to the corona virus and recording the City Council meetings along with video and phone conferencing. Eric Rhynes asked Jesus if he had any suggestions or guidelines that he could share for the benefit of the City Council recordings. Jesus mentioned that the main idea was to make sure everyone was wearing a headset to avoid feedback into the sound system of the recording.
5. **New Business**
 - A. CATV Board Chairperson position
Dale Van Holten nominated Laura Cotting for the position of Chairperson, seconded by Bobbi Foutch Reynolds. Laura Cotting mentioned that she asked Jesus Burgos to look up the ordinance about the Cable Board Structure to check if there was anything written on a need for a chairperson or a procedure for electing a chairperson. Jesus Burgos checked the ordinance and informed the Board that there was nothing on having a chairperson or electing a chairperson on the CATV board. Dale Van Holten added that having a Chairperson on a board would be the easiest way to go through procedures, instead of having rotating chairpersons. Laura Cotting said that she would like to go back a few moments and accept the nomination with the understanding that she will abstain from the vote. **Voice Vote:** Approved.
 - B. Scholarship Fund Candidate Approval.
Laura Cotting asked if all board members had a chance to review the materials and all members answered yes. Laura Cotting proceeded by answering that it was her sad duty to inform that the application was not complete.

After long discussion, the board decided to not accept the application because of the two missing recommendation letters. **Motion:** Laura Cotting moved to deny the application because it was incomplete
Voice vote: Approved.

6 New Business

Continuation on format to HD.

Next meeting scheduled for June 4, 2020.

Adjournment:

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

Attest:

Jesus Burgos
WLOO Coordinator/Director