

## **Minutes for April 11th 2023 CATV Board Meeting, 6 pm The Solarium, 575 West Madison**

**1. Roll Call and Call to Order** Cotting called the meeting to order at 6:10 pm. All members present with one vacancy. Lewandowski asked to be referred to as Abitz from now on.

### **2. Approval of Previously Unapproved Meeting Minutes:**

Regular Minutes from March 14th, 2023 meeting. Teubert, Abitz. Unanimous.

Closed Session Minutes from March 14<sup>th</sup>, 2023 meeting. Cotting, Teubert. Unanimous.

**Performance Evaluation Debrief:** Part 1 of the form should be eliminated. Instead, the Station manager should write an Annual Review, which would include the following elements:

Summary of the Year for WLOO, Commentary on Goals (how they were met, if not then why not), and what new Goals should be. Cotting will edit form template and bring to next meeting.

**3. Citizen Input.** None.

### **4. Manager's report.**

WLOO CATV in the month of March was able to successfully relocate to its new location at The Solarium. All regular operations are resumed after some long hours of tech work on equipment and some volunteer help from Elizabeth Davis and Gary Yerges.

Waterloo Business Association invited WLOO to be part of a service event in June and they also added some of our content and banners to its website which you can find at [waterlooba.com](http://waterlooba.com). We are now outfitted with the space and equipment for Podcast and other forms of media services. Our first episode of Waterloo Resident Artist was aired on our YouTube and editing for Waterloo Gardens first episode is done and ready to air.

**Discussion:** WLOO is still understaffed. Board members brainstormed recruitment strategies. Job announcement flyers should be put up at key locations, such as the KJML and Piggly Wiggly community bulletin boards. Help wanted ad should be placed in The Courier.

### **5. New Business**

- a. 2023 WLOO CATV Scholarship – No Applicants
- b. WLOO CATV Open House  
Date of September 16<sup>th</sup> (3<sup>rd</sup> Saturday in September). Cotting will research regs.

### **6. Unfinished Business.**

### **7. Future Agenda Items and Announcements.**

Next Meeting: TUESDAY May 9th, 2023 at 6:00 pm at The Solarium.

- 1) Revised Performance Evaluation Form
- 2) Facebook promotion strategies
- 3) The Courier and WLOO CATV Flyers

**8. Adjournment Motion** Cotting, Teubert. Unanimous. Meeting adjourned 6:57 pm.

Minutes respectfully submitted on May 3, 2023 by Laura Cotting