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**CATV REGULATORY BOARD
COUNCIL CHAMBER OF THE MUNICIPAL BUILDING
136 N. MONROE STREET
February 10, 2021
4:00 p.m.**

1. **Call to Order and Roll Call.** Laura Cotting called the meeting to order at 4:05 p.m. CATV board members present: Laura Cotting, Dale Van Holten and Kate Lewandowski. CATV Director Jesus Burgos was also present along with the City Clerk/Treasurer Mo Hansen.

2. **Approval of Previously Unapproved Meeting Minutes from January 5, 2021.**

Motion: Moved by Dale Van Holten to approve the unapproved minutes from January 5, 2021 with needed corrections to be made. Seconded by Laura Cotting. **Voice vote:** Approved.

3. **Citizen Input**

Welcome to our new board member Kate Lewandowski.

Jesus Burgos thanked Laura Cotting for searching for a new board member and because of her efforts he was able to welcome Kate Lewandowski. Jesus asked Kate to present herself to the rest of the present members. Kate mentioned that she was on a newer side to Waterloo because she has only been here for five years and a half and she loved the city. She is currently a stay-at-home mom taking care of her three children. She is a middle school science teacher, and she also has done some instructional coaching for science teachers. Kate Lewandowski added that when she decided on being a stay-at-home mom instead, education was a really a big part of who she is, so she decided on being part of the school board and she is also involved in the community with the Friends of the Library. Kate loves the outdoors, camping, and is a big advocate for social media and since WLOO has a video presence she felt it was important and that is why she was interested in becoming a board member. The director and members of the board welcomed her. Laura Cotting mentioned that we still have an empty seat and asked Jesus to continue looking into the possibility of the Viloria's and one of the videographers interest in becoming a member. Jesus mentioned that he was still waiting for their answers.

4. **Director's Report**

Jesus Burgos reported on the two new programs that CATV was working on. First, he touched on the religious program that the Viloria's are working on. Jesus mentioned that it was coming along a little slow since this was the first time they have worked on producing a TV show. Jesus also added that he was in communication with Lacey Viloria about the need for board members for CATV and the 501C3. Lacey did show interest and informed Jesus that she was going to spread the word at their church services and would get back to me when she had more info. Kate Lewandowski asked about more information on the Viloria's and Jesus explained on how they came to the station with interest in starting a show. They are new to Waterloo and moved in from Marshall. We have already started to record some musical segments for the show and will be adding religious services and interviews with community leaders. Laura added that the Viloria's programing is in Spanish and she asked Jesus if it was going to be all in Spanish and Jesus answered that they were looking at the possibility of doing both English and Spanish. Laura Cotting added that the reason she was interested was because our station was not having specific programing for the Latino community and this was the first bite that we have gotten from the Latino community in producing their own program. Jesus continued by informing the board that the problem we were having with the elimination of Flash from Microsoft was solved by Leightronix with new firmware. Now we can edit our slides. The problem is solved but we still have to create new slides from scratch. Laura Cotting asked Jesus how everyone was doing on their hours, and Jesus replied that the technicians were still under budget schedule but he was over since he has had to work extra hours solving the problems of the covid-19 pandemic. Jesus mentioned that our revenue was \$144,240.00. Kate Lewandowski asked Jesus how many technicians are working and Jesus answered that we had five videographers working on camera, editing,

directing and audio work.

5. New Business.

A- Live streaming installation.

Jesus mentioned that he spoke with the sales manager from Leightronix, Sara Mason and she apologized about the misunderstanding about the live streaming. With the problem with the Covid pandemic they have lost their employees and are working with new technicians that are not up to date with the equipment functions. Sara added that they could not wave the price of \$520.00 for the decoder. Jesus added that he already purchased the decoder, and it will be installed as soon as we receive it.

B- Waterloo School District Partnership.

Laura Cotting mentioned that she took it upon herself to asked neighbors who have children in the School District what would they like to see on our station? and they answered: 1. A virtual school tour, 2. A virtual parent teacher day, 3. Class Plays, 4. End of unit project, 5. Artwork, 6. Music class with special dance or performances with instruments, and 7. Science experiments. All of this would require our station staff to work with the teachers. Those are the suggestions that Laura obtained from the parents. Kate Lewandowski said that she loved all the ideas that she just heard, and she thought that it was all about the teachers that want to do it, because teachers have those days in the classroom when they show off the work that the kids have done. It would be awesome. Jesus asked Kate, what she has heard about the cancelation of all sport activities. Kate answered that all activities are canceled because Waterloo kids can be in the field house but no outside group can. Competition can't take place at Waterloo until the end of Covid. The question is what does Brian Henning have to say about CATV coming into the School because the School has a no visiting policy right now. Jesus answered that all we are doing are the School Board meeting and if we wanted to do more, we would have to approach Brian Henning and get his permission. Laura Cotting mentioned that she would volunteer to approach Mr. Henning. Kate answered, before she contacts teachers, it would be a good idea to approach Mr. Brian Henning first.

7- Future agenda items and announcements

Laura Cotting mentioned that we need to decide if we want to have a standing day and time, for example the second Wednesday of every month, or do we want to schedule as we go. All board members agreed to have the meeting on the second week of the month at 6:00 PM. **Motion:** Moved by Laura Cotting to have meetings on the second week of the month at 6:00 PM. Seconded by Dale Van Holten. **Voice Vote:** Motion carried.

8-Adjournment:

Motion: Moved by Dale Van Holten, Seconded by Kate Lewandowski. **Voice vote:** Motion carried.

Attest:

Jesus Burgos Colon
CATV Director