



**Village of Oregon
Cable TV Committee Meeting and Oregon Community Foundation**

Thursday, April 4th, 2019
Firefly Coffee House
114 N Main St, Oregon, WI 53575

Oregon Foundation and Joint meeting of the Cable TV

1. Called to Order by Tom K. 7:47 a.m.
2. Roll Call.
Attended: Tom Kirchdoerfer, Paul Zwicker, Andy Weiland, Karleigh MacWilliams, Uriah Carpenter and Mark Miller (joined later).
Absent: Jeff Boudreau, Judy Knutson and Mike Hutzinger.
3. Approval of Agenda: Unanimously approved.
4. Approval of Minutes:
 - o January 10th, 2019 meeting: Moved by Uriah C. as edited, seconded Andy W. and unanimously approved.
 - o Edit Minutes from March 7th meeting: Remove Item #10 and “b” on page 2. Unanimously approved.
5. Communications:
Wisconsin Community Awards discussion:
 - a. Three awards given to OCA Media.
 - b. Recommendation to send out Press Release to: Village Board, Oregon Area Chamber of Commerce, Police Dept, Oregon Observer and Facebook.
6. Treasurer’s Report – Defer discussion until Mark M. is present.
7. Executive Report:
 - a. TDS – Cost of video encoders from Telvue: \$3,450.00. Combine the additional equipment and costs for a total and discuss with Mike Grace about purchasing.
 - b. Discussion on ways to view OCA channels on Charter and TDS on single monitor.
 - c. Closed Captioning report edited per Bradley Law and their recommendations. Requested to move to approve and forward to Mike Grace by Paul Z. Move to approve by Andy W. and seconded by Karleigh M. Unanimously approved.
 - d. Equipment status: Re-wired 7-microphone wireless acquired from OHS salvage. They will not be wireless, however they will work for multiple setups.
 - e. Discussed several videos produced by OCA staff for OSD.
 - f. Discussed Steve Staton Farewell video production by OCA staff.
 - g. Discussed Oregon Life productions.
8. Treasurers Report:

- a. Provided Reconciliation Report & Summary.
 - b. Financial Records will now be online for review.
 - c. Quickbooks soon to be online.
 - d. Discussed Balance Sheet.
 - e. Discussed Village of Oregon 2nd Quarter payment due/difference in 1st quarter payment.
 - f. Profit & Loss: Balance stable and doing well.
9. OCA office computers and wireless status:
- a. Cost of computer service, subscription and hardware updates. Asked about video card updates and other network updates.
10. Community Advisory Board Report:
- a. Gilbert Helland in attendance. Provided ideas on computer changes, website changes and improved awareness in social media and other means.
 - b. Discussed community reporters to-provide greater video content throughout social media
 - c. Need to recruit more members for the Advisory Committee: Sending a note out to Chamber Newsletter, and add as a Facebook Event.
 - d. Discussion of OCA onscreen “bug”, now pops up throughout broadcasts.
11. New Business:
- a. OCA Computer Research report – Mark M. has brought two companies in to discuss their services and recommendations.
 - b. Discussed adding new graphic cards for the video editing software to run more effectively.
 - c. Marked moved to use Madison Computer Works for repair, updates, system setup. Seconded by Andy W. Unanimously approved.
 - d. Soft and hardware acquisition and status discussion: Moving away from Microsoft Office on OCA computers and move to G-Suites. Setup with new emails for staff to @OCAmedia.com, website and other work will be reported in future updates.
12. Set next meeting date and time is set for **Thursday, May 2 at 7:30 a.m.** at Firefly Coffee House.
13. Adjournment: By Tom K. at 9:05am.

Minutes reported by Paul Zwicker.

These minutes are unapproved, pending board approval.