



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

Thursday, March 7th, 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. 7:36 a.m.
2. Roll Call.
Attended: Tom Kirchdoerfer, Paul Zwicker, Judy Knutson Karleigh MacWilliams, Uriah Carpenter (joined later) and Mark Miller.
Absent: and Jeff Boudreau and Judy Knutson, Mike Hutzinger
3. Approval of Agenda:
Uriah C moved and Andy W seconded. Unanimously approved.
4. Approval of Minutes of the February 7th, 2019 meeting. Moved by Karleigh as presented, seconded Paul and unanimously approved.
5. Communications:
 - a. Closed Captioning Final Report.
Question the question regarding "OCA's available administrative resources consist of \$XXXXXX. A further clarification
 - b. Final invoice Boris Franks.
Andy W, Uriah C seconded. Unanimously approved.
 - c. Planned meeting with Oregon Observer Editors.
Tom has been in discussion with the Oregon Observer, which
 - d. Wisconsin Community Media Assoc. Videos submitted, Oregon Football highlight, Police department and Ron, the school grounds keeper. In addition, nominated a volunteer announcer
6. Treasurer's Report:
Submitted Reconciliation report of the bank statement, Profit & Loss for February to as well as January 2019. Also provided a budget forecast for 2019 on a monthly itemized basis.
Moved by Uriah C and Andy W. seconded. Unanimously approved.
7. Community Reports:
 - a. Met February 28th. We are short of members, as we only have one. Looking for more members to join.
 - b. Announcements of availability of DVD's. Recent broadcast set up a table, which resulted in 30 DVD's sold. Various messages, such as e-mail blasts in advance, and Madrigal dinner had table placards. Discussed means of purchasing, media

and costs. Tom asked for a pricing schedule for type, method, shipping and other options.

8. Executive Report:

- a. Did 32 Live streamed events in Jan 1st, which had 4,430. Look to provide graphing the statistics.
- b. Covered two additional WIAA regional events, which cost \$500, which was covered by Boosters.
- c. Operations: Renewed to WI Community Media
- d. Still looking for a new 3rd camera for purchase, live camera wireless system, record/slow motion playback devices.
- e. Purchased a new microphone
- f. Started a new 3-5 minute short stories created by Frank and release to Social Media so we can place them on cable as a program.
- g. DVD purchase new policy. Order and money before DVD is made.
- h. PAC director, Nate Mendl has extensive audio skills. We learn and utilize his experience.

9. Old Business:

- a. Update Strategic Planning process. Provided a list of the documents received by Boris Franks. Available on the Google Drive and shared. Need to check to make sure all have access to them. Tom had some additional policies to share. Reviewed the Gift Acceptance Policy Andy W., Karleigh W. seconded. Unanimously approved.
- b.

10. New Business:

- a. Working with computer vendors to look into review of computers and office network.

11. Staff Performance Reviews and Pay Adjustment Recommendation (closed session)

Andy Weiland, Tom will provide a review with Paul.

The submitted to the Village included an increase of the budget to increase payroll.

Several scenarios have been provided to show several options. One of which is an hour change to an employee and shift others from Kermit. Also discussed adding hours to one of the employees.

- a. Allocation of the hours moved by Paul Z. to Frank and seconded Karleigh M.
- b. Moved to make a change in pay of Paul Z. by Uriah and seconded by Karleigh M. Unanimously approved.

Andy moved and Uriah seconded to provide \$100 for a memorial for Judy's daughter for a bench.

12. Set next meeting date and time is set for **Thursday, April 4th at 7:30 a.m.** at Firefly Coffee House.

13. Adjournment: Moved by Uriah and seconded Andy, by at 8:54 a.m.

Minutes reported by Mark Miller.

These minutes are unapproved, pending board approval.

APPROVED