

**MINUTES OF CABLE TV COMMISSION MEETING**  
**August 7, 2013**  
**CITY HALL ANNEX – 1st FLOOR CONFERENCE ROOM #1**

**MEMBERS PRESENT:** Alan Vincent (chair), Pauline Maloney, (vice-chair), Ron Tigges, Jennifer Tigges, Kathy McMullen, Kevin Stevens.

**MEMBERS ABSENT:** Sr. Carol Hoverman.

**OTHERS PRESENT:** Craig Nowack, City of Dubuque  
Jim Barefoot, Mediacom  
Craig Schaefer, Loras College  
Kate Berning, Loras College

Vincent called the meeting to order at 4:01 p.m.

**Acceptance of the Agenda**

Upon a motion by Stevens, seconded by Maloney, the Agenda was accepted 6 - 0.

**Approval of the Minutes of June 5, 2013**

Upon a motion by JTigges, seconded by Stevens, the Minutes were approved 6 - 0.

**Public Input**

There was no public input.

**Loras College Presentation**

Schaefer and Burning played a short DVD showing the scope of programs produced and awards won by Loras College students over the past year as a way of thanking the Commission for its equipment funding and showing that the equipment is making a difference.

**Access Equipment & Expenditures**

Mr. Schaefer presented a request for funding on behalf of the Loras College for a four new Panasonic HD camcorders. The cameras use the same batteries as the cameras the College currently uses so new batteries do not need to be purchased. McMullen moved to approve up to \$14000 for the equipment. The motion was seconded by Maloney and approved 6 – 0.

**Mediacom Cable Report**

Barefoot asked the Commission for guidance regarding a problem with the Tightrope Cablecast equipment in the public access equipment room. The computer that controls the server and graphics computers needs at least a new drive and is due for replacement. The new server installed earlier this year can, if configured properly, do the work of the computer that needs replacing. A Tightrope technician has suggested the redundancy of having a control computer is a good thing. Nowack suggested that the control computer be eliminated because the spare Cablecast server can be utilized should a problem occur with the public access server requiring it to be sent back for repairs. The consensus among the Commissioners was to eliminate the control computer.

Barefoot commented upon the improved quality of the PEG channels since the recent switch to the new digital channel. He also reported on the activity at the public access studio.

**Cable TV Report**

Nowack informed the Commission that City Expo is scheduled for Tuesday, September 10, and discussed the different approach the Cable TV Division will be taking with regard to the live Expo telecast and the resulting program. He asked for Commission volunteers to help with the Cable TV

booth at Expo. He also reported on recently completed and upcoming productions for CityChannel Dubuque.

**Adjournment**

Upon a motion by RTigges, seconded by Stevens, the meeting was adjourned at 4:45 p.m.