

**MINUTES OF CABLE TV COMMISSION MEETING**  
**January 8, 2020**  
**MUNICIPAL SERVICES CENTER 925 KERPER CT.**

**MEMBERS PRESENT:** Jennifer Tigges (Chair), Ron Tigges (Vice-Chair), Pauline Maloney, Alan Vincent.

**MEMBERS ABSENT:** Kathy McMullen. Two seats are vacant

**OTHERS PRESENT:** Craig Nowack, City of Dubuque

JTigges called the meeting to order at 4:07 p.m.

**Acceptance of the Agenda**

Upon a motion by Maloney, seconded by RTigges, the agenda was accepted by a vote of 4 - 0.

**Approval of the Minutes of October 2, 2019**

Upon a motion by Maloney, seconded by Vincent, minutes of the October 2, 2019, meeting were approved 4 – 0.

**Election of Officers**

After discussion, Maloney moved to elect Vincent as Chair. The motion was seconded by RTigges and approved 4 – 0. Vincent moved to elect Maloney as Vice-Chair. The motion was seconded by RTigges and approved 4 – 0. The new regime will assume their duties at the next meeting.

**Public Input**

There was no public input.

**PEG Fund Letter**

Nowack presented a draft of the letter to send to PEG grant recipients requesting information about meeting their grant obligations. Vincent moved to approve the letter. The motion was seconded by RTigges and approved 4 – 0.

**Mediacom Cable Report**

No one from Mediacom was present to give a report.

**Cable TV Report**

Nowack noted the October 2019 passing of long-time commissioner Sr. Carol Hoverman. He believed she was one of the few people who worked with all three people who have overseen the Cable TV Division. He also informed the Commission that he has officially notified the City of his retirement. His last day will be March 27, the day after the final budget hearing for FY2021. He said he is drafting a memo to Public Information Officer Randy Gehl about some things his replacement might be considering, such as the future of the PEG fund, the future of the Cable TV Commission, and some changes to the duty of the position.

JTigges wondered about the future of the Cable TV Commission, noting that as the PEG Fund is depleted in the coming years, the Commission might no longer serve a purpose. She suggested perhaps reducing the size of the Commission to five members, with only three needed for a quorum, making it easier to meet. Nowack wondered if amending the ordinance requiring the Commission to meet only as needed as opposed to once each quarter might make more sense. This way the Commission would only meet when there is a funding request or some other topic requiring discussion rather than forcing a meeting during winter months when there is nothing to discuss.

Nowack then brought the Commission up to date on the activities of the Cable TV Division, discussing upcoming programming, his budget hearing date (Saturday, February 22), and the fact that this month the total number of program minutes captioned will exceed 4000.

**Adjournment**

Upon a motion by RTigges, seconded by Vincent, the meeting adjourned at 4:49 p.m.