

**MINUTES
CABLE & TECHNOLOGY COMMISSION**

APRIL 2, 2014

Vice Chairperson Brett Bungum called the meeting to order at 6:00 p.m. Members present were Marv Niedan, Harry Thielen, Renee Eckerly, City Administrator; and Donovan Mayer. Bev Mueller, Jolyn Lindquist, Social Media Specialist; and Harry Thielen were absent. Rudy Vigil was also in attendance.

Eckerly announced the new Social Media Specialist being Jolyn Lindquist.

Motion was made by Niedan to approve the minutes from the October 2, 2014 meeting. Seconded by Bungum and unanimously carried.

ELECTION OF OFFICERS

Motion was made by Niedan to elect Mueller as Chairperson, Bungum as Vice Chairperson, and Eckerly as Secretary. Seconded by Mayer and unanimously carried.

MEETING SCHEDULE

Motion was made by Niedan to keep the Cable Committee meeting schedule the same. Seconded by Mayer and unanimously carried.

EQUIPMENT REPORT

Eckerly reported on the equipment that has been purchased to upgrade the cable equipment. Vigil showed the Commission examples of the cameras, mixer, and other equipment that Willmar has from pictures. The estimated cost is \$14,000.00 for a mixer, 4 cameras, all cables, and amplifiers. The video server is \$8,882.00 which includes support and shipping. The Commission discussed that the server would replace the VHS decks and the DVD drive. Churches would email the files that they want played. City staff would need to make sure that the churches have the right software to make the file, if the churches don't the City can download the software for them. The Committee discussed live streaming on the website and You Tube. The City's website would need work to make sure the band width is fast enough so the streaming doesn't pause. Staff would work with Gov. Office on this. Vigil is going to help the City set up the You Tube to put the Council meetings out on the internet. The City of Willmar uses Ustream.

Motion was made by Niedan to purchase the video server for \$8,882.00 from AV Solutions from the proposal dated January 8, 2014 and recommend such to the City Council. Seconded by Bungum and unanimously carried.

There being no further business, the meeting was adjourned at 6:30 p.m.