

**URBANA PUBLIC TELEVISION COMMISSION  
MEETING MINUTES**

**DATE:** September 12, 2008  
12:00 p.m.

**PLACE:** Urbana City Council Chambers  
400 South Vine Street, Urbana, IL

**MEMBERS PRESENT:** Barbara Gladney  
Durl Kruse  
Dana Mancuso

**MEMBERS ABSENT:** David Adcock Carol Inskeep  
Greg Boozell Peter Resnick

**STAFF PRESENT:** Kate Gorman  
Bill DeJarnette

**I. CALL TO ORDER**

Chair Barbara Gladney called the meeting to order at 12:05 p.m. and announced that Danielle Chynoweth had resigned from the City Council, and would no longer be serving on the UPTV Commission.

**II. APPROVAL OF MINUTES**

The minutes of the June 13th, 2008 meeting were approved as presented.

**III. APPROVAL OF AGENDA**

The agenda was approved as presented.

**IV. CORRESPONDENCE**

There was no new correspondence for the Commission to review.

**V. STAFF REPORT**

Kate Gorman stated that five new series had begun airing on UPTV in the last three months and a number of new PSA's produced by UPTV had also begun airing, and collaborative projects were being started with Urbana High School and University High School. Ms. Gorman stated that the new UPTV Intern, Brian Burt, had been hired and now UPTV will have weekend hours on Saturday from 10 a.m. to 5 p.m. and on Sunday from 12 p.m. to 4 p.m.

Chair Gladney also added that the Urbana Park District Board had begun airing their regular meetings on UPTV.

**VI. AUDIENCE PARTICIPATION**

There was no participation from the audience.

**VII. OLD BUSINESS**

**A. Policies and Procedures Update**

Ms. Gorman stated that she had completed the requested audit of the Policies and Procedures, comparing line by line the differences between the 2004 and 2008 versions. The version presented and approved by the City Council was found to be in accordance with the changes agreed upon by the Commission and the members of the community who participated in the discussion.

Chair Gladney reminded viewers that the Policies are available online at the City's website, and Ms. Gorman stated the Policies are also available through the UPTV Blog, [www.urbanapublictelevision.blogspot.com](http://www.urbanapublictelevision.blogspot.com).

#### **B. Public Access Cable Advisory Committee Update**

Durl Kruse stated the next meeting will be October 1<sup>st</sup>, and anticipated the report that will be presented to both Urbana and Champaign City Councils will be completed in October.

Bill DeJarnette added that the next meeting will be summarizing the information gathered so far, and developing the outline of the report.

#### **C. Franchise Renewal Update**

Chair Gladney stated that the Comcast franchise negotiations are ongoing and need to be completed by the end of February 2009. PEG station needs are being discussed and they are addressing issues of funding. Mr. Kruse agreed the franchise meetings are moving along well.

#### **D. Human Relations Programming Update**

Ms. Gorman stated that UPTV is running educational programming from the Southern Poverty Law Center in the Teaching Tolerance series. The programs address issues of civil rights, racism and discrimination in the U.S.

#### **E. Alliance for Community Media Conference Report**

Ms. Gorman attended the conference held in Washington, D.C. in July. She attended a number of sessions that were addressing issues that are important to UPTV. Some of the topics discussed ranged from building alliances between community non-profits and PEG stations, making streaming video of PEG channels available on-line and how Web 2.0 applications can help PEG stations.

### **VIII. NEW BUSINESS**

#### **A. Open Media PEG 2.0 Presentation**

Ms. Gorman stated it is possible, before plans to make a physical CMC are realized, to create a virtual CMC with a smaller budget and increase the ways members can produce public access programming. The CMC would be decentralized, placing editing and program ingest stations at a variety of public locations in both Champaign and Urbana. The public would be able to upload and edit their projects at the ingest stations and then send the finished show directly to the public access channel.

The idea is based on a system developed by Denver Open Media, a community access center in Colorado. The Drupal CMS, utilized and developed by DOM, would handle the programming schedule, provide forums and keep detailed archives. A member could use the public access website to fill out a membership application, schedule equipment checkouts or editing time and upload programs to be automatically scheduled into the channel's line up. There would be forums for technical questions, step by step instructions for how to use each application, and ways to connect with other members to plan programming or to help each other with a shoot. Through

the site, producers would be able to get automatic feedback on their programs from viewers, and, with video on demand, know exactly how many people have watched their show online.

The new system would not completely replace the current methods for producing a program. Staff would still be available to walk members through the online application and ingest procedure and help create programming in the studio. Members would continue to come to UPTV to train on the online system and to learn how to use equipment. The virtual CMC would add a new level of accessibility for members familiar with basic video production to submit programming completely online, while also providing a valuable introduction to computer literacy for those members new to Web 2.0 applications.

The virtual CMC would also provide a transitional plan to move public access programming from UPTV to the new public access station, strengthening the argument for acquiring a fifth channel in the current franchise negotiations with Comcast. The virtual CMC would be a capital costs model unlike the studio-based plan, which requires high, reoccurring operational costs. With this model, technology can be leveraged effectively: as equipment and computers get cheaper, more individuals can have access. UPTV could begin implementing the virtual CMC immediately, educating current members about the process, and working through any problems with the system. When the public access portion of UPTV gets transferred to the new fifth channel, the content could be switched over as soon as the channel is made available by Comcast.

Chair Gladney asked if producers would still be responsible for the programming they submit through the kiosk. Ms. Gorman stated that all the Policies that members have to follow now would be built in to the online process, ensuring that members follow the rules they have agreed to.

Mr. Kruse asked who would be making the final decision to implement the proposal, and what would happen to the Commission. Mr. DeJarnette stated that the online applications should be viewed as a tool, and the City supports the proposal because it will make more content available to run on the channel. The more routes people have to submit programming, the more programming will be created. Mr. DeJarnette stated that the Commission will still be acting in its chartered roll as an advisory body and a place to lodge grievances.

Dana Mancuso asked if any ingest kiosks could be located in Champaign. Ms. Gorman stated that the kiosks could be made available to Champaign public buildings if they were willing to house them. Chair Gladney recommended installing kiosks in Urbana first and if Champaign made any requests for kiosks to consider the requests at that time.

Mr. DeJarnette stated that becoming part of the Open Media program, UPTV would have access to public access programming created around the country, providing a possible 5<sup>th</sup> channel with more programming options.

## **IX. COMMISSIONERS' COMMENTS**

There were no comments from the Commissioners.

## **X. SET NEXT MEETING DATE AND ADJOURNMENT**

The next meeting date was set for December 12<sup>th</sup> at 12:00 p.m. in the Urbana City Council Chambers. The meeting was adjourned at 12:55 p.m.