

**URBANA PUBLIC TELEVISION COMMISSION
MEETING MINUTES**

DATE: June 11, 2010
12:00 p.m.

PLACE: Urbana City Council Chambers
400 S. Vine Street, Urbana, IL

MEMBERS PRESENT: Barbara Gladney
Durl Kruse
Peter Folk

MEMBERS ABSENT: David Gehrig Dana Mancuso
Mark Schultz Carol Inskeep

STAFF PRESENT: Jason Liggett

I. CALL TO ORDER

Chair Barbara Gladney called the meeting to order at 12:06 p.m.

II. ROLL CALL

Jason Liggett noted the attendance.

III. MODIFICATIONS TO AND APPROVAL OF AGENDA

The agenda was approved as presented.

IV. APPROVAL OF MINUTES

The minutes of the December 11, 2009 and March 12, 2010 meetings were deferred due to lack of a quorum.

V. CORRESPONDENCE

There was no new correspondence for the Commission to review.

VI. STAFF REPORT

Mr. Liggett stated that staff has been busy with growing public access involvement and also recently filmed the Urbana High School Commencement Ceremony. Equipment purchases over the past quarter included five gooseneck microphones totaling around \$1,000.00.

Chair Gladney asked if UPTV had lavalier microphones available for use. Mr. Liggett confirmed UPTV did, but is looking to improve its product with higher quality lavalier microphones next fiscal year.

Commissioner Folk asked for a general overview of how a person would get involved with UPTV. Mr. Liggett suggested they first sign up for a membership on UPTV's website and then come in to meet with staff from there about the different services UPTV provides.

VII. AUDIENCE PARTICIPATION

There was no participation from the audience.

VIII. OLD BUSINESS

IX. NEW BUSINESS

A. Station Manager Position Update

Mr. Liggett reported that all applications were due March 26th. The Human Resources division then emailed a questionnaire to all qualified applicants and narrowed the pool down to four candidates for in-person interviews. The position was offered to a final candidate and the City hopes to have a new Station Manager sometime in July.

Chair Gladney noted that cucabletv.com was recently launched. It's a joint website highlighting all four PEG stations in Champaign-Urbana.

B. Franchise Renewal Update

The Urbana City Council extended the current franchise agreement with Comcast. Commissioner Kruse asked if Champaign and Urbana, although negotiating separately, were coordinating their efforts. Mr. Liggett was not aware of any coordination, however, Chair Gladney pointed out that both cities have the same consultant.

X. COMMISSIONERS' COMMENTS

Chair Gladney asked for an update on the Open Media Project. Mr. Liggett reported that, UPTV's volunteer drupal developer, Josh King is currently working out issues with the video uploading process on UPTV's site.

Chair Gladney mentioned the possibility of creating more programming with the library and park district. Mr. Liggett pointed out that he had been working with Commissioner Mancuso to improve the quality of the Urbana Park District Board meetings.

Commissioner Kruse asked if live broadcasts were possible for public access shows from the library's auditorium. Chair Gladney pointed out that the fifth channel will bring more opportunity for items like this.

Commissioner Folk would like to see more promotion of some services offered by UPTV and the City such as an on-demand archive of past city meetings on the City's website.

Commissioner Kruse suggested having future discussions about using Capital Improvement or other City dollars to promote UPTV.

Commissioner Folk suggested having a special meeting to discuss next year's budget at the appropriate time.

Chair Gladney asked if Urbana staff would be attending the upcoming ACM conference. Mr. Liggett reported that due to short staff they would not be able to attend this year's conference.

Chair Gladney asked about the status of UPTV membership, UPTV Commission representation, and a UPTV membership meeting. Mr. Liggett reported that there are a few public access members interested in joining the UPTV Commission and a membership meeting is forthcoming once a new Station Manager is hired.

Commissioner Kruse pointed out that there are currently two vacant positions on the UPTV Commission.

XI. SET THE NEXT MEETING DATE AND ADJOURNMENT

The next meeting date was set for Friday, September 10th at 12:00 p.m. in the Urbana City Council Chambers. The meeting was adjourned at 12:48 p.m.