

**URBANA PUBLIC TELEVISION COMMISSION
MEETING MINUTES**

DATE: Mar. 9, 2012 12:00 p.m.

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

MEMBERS PRESENT: Peter Folk Marie Polk
Durl Kruse Dana Mancuso

MEMBERS ABSENT: Chris Fuller Carol Inskeep

STAFF PRESENT: Jason Liggett Jake Schumacher

I. CALL TO ORDER

Chair Folk called the meeting to order at 12:05 p.m.

II. ROLL CALL

Attendance was noted, as was Commissioner Inskeep's prior notification of inability to attend.

III. MODIFICATIONS TO AND APPROVAL OF AGENDA

The agenda was approved as presented.

IV. APPROVAL OF MINUTES

The minutes of the Dec. 9, 2011 meeting were unanimously approved.

V. CORRESPONDENCE

There was no correspondence to the Commission since the previous meeting.

VI. STAFF REPORT

It was decided to hold the quarterly clips reel till the end, as some Commissioners had to leave early.

The UPTV Open House and annual meeting was held in December, with about fourteen community producers and members present. Marketing strategy and ideas for a new logo were among the items brainstormed.

UPTV devoted its entire day on Rev. Dr. Martin Luther King, Jr. Day to broadcasts of this year's countywide celebration, past countywide celebrations from the archives, and documentary programs about Dr. King and his legacy. Our press release about the special broadcast was picked up in an article in the News-Gazette.

Currently UPTV is running Women's History Month specials Saturday evenings at 7 pm. Dale Sinder's recording of the Urbana concert by Irish musicians Jackie Daly and Matt Cranitch will premiere on St. Pat's evening. A live forum on municipal electric aggregation is being broadcast from the City Council chambers, as well as the joint city press conference and a UPTV-produced PSA on this topic, soon to be voted on by the citizenry. UPTV has approached Common Ground Food Co-op about producing some pieces, and we have begun exploring the possibility of initiating some local Spanish-language programming.

New member activity over the past few months has led to some space utilization issues recently, and we will continue searching for options for increased studio space.

The Cable Commission has completed its move to Urbana and there has been at least one new Urbana applicant for Commissioner, who would also be a new UPTV Commissioner as well.

University of California Television has been forced off of satellite distribution by budget cuts in that state, which represents a potential loss to UPTV of 40+ hours a week of free, high-quality educational programs. The IT Department is attempting to activate a Roku box that would allow UPTV to continue to retransmit UCTV programs. In the meantime, we are running more bulletin board than we would like. If the Roku turns out to be unworkable, we will reconstruct a schedule minus UCTV. This will mean additional work downloading, scheduling, and the like, as the UCTV feed was live. It may open up the possibility of adding a news presence in the afternoon/evening via a second edition of Democracy Now! (probably UPTV's most popular program), and/or other programs from Free Speech Television.

We will be submitting some UPTV productions for consideration for awards in the Alliance for Community Media Hometown Media Awards for this year. The annual ACM convention is in Chicago this year and both Jason and Jake will attend. We have also been invited to submit pieces to a MOMA exhibition in New York.

Longstanding member and controversial producer Timothy Brumleve has passed away.

We will be working with Commissioner Polk to coordinate UPTV technical assistance in covering this year's Freedom Celebration on July 4th.

Jason spoke of his work with SPLASH and Urbana Middle School students, and Urbana High School students.

VII. AUDIENCE PARTICIPATION

Dale Sinder and Don Wiesnanski were in attendance but did not wish to speak.

VIII. OLD BUSINESS

A. Open Media Project Update / Website Demo

Jason reported that UPTV has been working with Kevin Reynen and Make Data Make Sense for

a few months developing the new website. Current and new members are now able to create an account on urbanapublictelevision.org, the first step to making the site fully functional. Jason explained some of the features the new site will have, and conducted a tour of the site as it now exists and some of its future capabilities. Jake commended Jason on his work on the website.

B. Cable Commission

Basic cable customers will need to get a digital box from Comcast beginning in June. Channel numbers should remain the same. There is a new ACM Newsletter which Jake will forward to Commissioners whenever he receives it. Chair Folk requested it also be placed on the website.

IX. NEW BUSINESS

A. Equipment Purchases

Mr. Liggett discussed the list of purchases during the past quarter, including the video-to-fiber converter package, which will allow UPTV to control its signal during USD#116 School Board meeting broadcasts, and will allow the School Board to be seen on AT&T U-Verse (Channel 99) as well.

B. Policies & Procedures Revisions

Staff suggested that a sub-committee be appointed to look at revisions to UPTV's Policies & Procedures document, both to bring it into line with the new procedures engendered by the new website, and to review it for its continued relevance and accuracy in all other areas as well. Jason summarized some of the topics the P&P document covers. Following comments by Chair Folk on possible ways to proceed, Jake proposed presenting to the Commission the immediate changes needing to be made as regards the new website procedures, with a fuller review of the document to take place over a longer time-frame. Commissioners Kruse and Mancuso thought staff should take the lead on the revisions. Commissioner Kruse asked whether discussions had been resumed about instituting a fee structure for UPTV members, given Urbana's subsidy of Champaign residents' use of the public access channel. Jake suggested that such discussions, involving as they do matters of policy, be dealt with after the necessary logistics changes with the document have been resolved. Chair Folk requested that the Revisions topic be continued for the next year under Old Business so that the document could continue to be examined section by section. Jake asked parenthetically about the Commission's sentiments regarding paper vs. paperless packets for future Commission meetings, and those Commissioners present all voted for paperless.

X. COMMISSIONERS' COMMENTS

Commissioner Polk said she was happy at the number of updates and the amount of information shared by staff during their presentations. Chair Folk was glad to hear of the continued involvement with Urbana schools and asked about Champaign school involvement; Jason replied

that there was no direct involvement, but that he would be delivering a talk at Edison Middle School about UPTV.

XI. SET THE NEXT MEETING DATE AND ADJOURNMENT

The next regular meeting will take place Friday, June 8, 2012 at 12 noon in the Urbana City Council Chambers. The meeting was adjourned at 12:54 p.m., following broadcast of the quarterly clips reel.