

MINUTES OF THE NEWBERG AREA CABLE COMMISSION

MONDAY, January 13, 1997
PROVIDENCE NEWBERG HOSPITAL
501 Villa Road
Newberg, Oregon 97132
7:00 P.M.

Members Present:

Jack Eichhorn Jim Morrison Peggy Hall Scott Headley

Members Absent:

Juan Palacios Mona Harper MaryAnn Mitchell Bryan Lynch

Others Present:

Pat Haight JoHann May Marcia Garrick Thomas Coulter (TCI)
Harry Morter

City Representatives: Mayor Donna Proctor
Terrence D. Mahr, City Attorney

- I. **Introduction of Consultant Ad-Hoc Committee**
Mr. Mahr reviewed the Ad-Hoc Committee membership roster included in the packet.
- II. **Approval of Minutes from Previous Meetings**

June 10, 1996

October 14, 1996

December 12, 1996 (joint meeting with McMinnville Cable Commission)

Chairman Morrison asked for any changes or comments on the minutes. No changes or comments made, the minutes were approved.

Mr. Mahr and Mr. Morrison reviewed with the Commission present the December 12, 1996 joint meeting activity which included information concerning the appointment of liaison committee members from the various cities (McMinnville and Newberg) to work with Steve Jolin (Consultant). This liaison committee would report to the respective cable commissions (Newberg and McMinnville) on the process and progress.

Mr. Mahr and Mr. Morrison also indicated that another team would be working with each city and commission member to provide input to the liaison committee to be discussed as part of the renewal agreement. Mr. Mahr indicated that the liaison committee would be meeting with Mr. Jolin

shortly to arrange for a series of meetings to discuss the format and process.

III. Amendment to Ordinance 2106 (Establishment of Cable Communications Commission)

1. Terms of Office (Section 4)
2. Commission Meetings (Section 8) relating to quorum

Mr. Mahr reviewed the City's ordinance and structure of the Commission, its purpose and objectives. Discussion was also held concerning the Commission's problems with obtaining and maintaining quorums to transact business. Mr. Mahr reviewed the draft ordinance format for amending the membership sections of Ordinance No. 2106 pertaining to the Commission. More discussion was held concerning identifying the number required for a quorum and the change to authorize officers of the Commission (president, vice president, secretary and treasurer) to be able to continue to conduct business without the necessity of a majority of the Commission members to be present. The officers would be required to attend. Other alternatives were to reduce the number required by the Cable Commission Ordinance which is consistent with other City of Newberg commissions and committees or, in the alternative, add an additional member from Newberg. It appears that the Newberg members are more consistent in being present than the other cities' representatives.

Discussion was held concerning the addition of other persons to fill the vacancy positions (Bryan Lynch and Peggy Hall). Mayor Proctor indicated that Harry Morter was interested in serving on the Commission. Ms. Garrick indicated that she serves on the Commission for Children's Charities.

Discussion was held concerning obtaining a Newberg School District representative to serve on the Commission. Ms. Garrick indicated that she was interested in the Cable Commission but would discuss her schedule with Wes Smith, Superintendent. Ms. Garrick added that she lives outside the City limits of Newberg (Yamhill County).

Jim Morrison indicated that Mr. Warren Koch from George Fox University (GFU) was also interested but he had not turned in his application as yet. Mr. Morrison stated that he would contact Mr. Koch. Mr. Koch is the video center supervisor for GFU and would be an asset to the Commission. Mr. Headley indicated that he would talk with Warren Koch.

Ms. Haight inquired whether the Ordinance could be amended to include persons that live outside the City limits of the respective cities. Mr. Morrison stated that the other cities choose the person to represent them by whatever means they choose to do so.

Further discussion was held concerning getting persons interested to serve on the Commission and participate and allow a quorum to be maintained to transact business of the Commission. Mr. Morrison and Mr. Mahr agreed that especially during the franchise renewal procedure, it is important that the Commission have a successful turnout.

Mr. Mahr indicated that he would be contacting the other cities to make arrangements to confirm the appointment of the representatives and their attendance at the meetings. Discussion was held concerning ex-officio members on the Commission. Mr. Mahr indicated that generally ex-officio members are non-voting members. Ms. Garrick inquired about the age of an individual to be able to serve on the Commission. Mr. Mahr indicated that there was no age declaration, but that they were residents of the cities.

IV. Discuss Proposal by Stage and Broadcast Productions

1. McMinnville/Newberg Area's own television channel.

Mr. Morrison indicated that he received information (in packet) from Stage and Broadcast Productions and that they were interested in providing a presentation on their business. Mr. Morrison stated that he would ask that they return at the next meeting to make a presentation. Mr. Mahr indicated that he would contact me concerning the next meeting (February 10, 1997). Discussion was held concerning marketing the local access studio and providing additional revenue as a non-profit basis. Further discussion was held concerning the non-profit status of other cable systems local access channels. Mr. Mahr and Mr. Morrison indicated that they would contact the Salem and Tualatin operations to see what they have in this area.

V. Programming

Discussion was held concerning the sample programming (primary and secondary). Mr. Coulter provided information on how the programming is handled and how it is broadcast on the Preview Channel (No. 3) in advance. Discussion was held concerning the public being able to view certain City events at a regular timed schedule. Mr. Morrison noted that he did not receive a phone call on the reader that placed on Channel 9 concerning the request for input on what the public was interested in viewing on Channel 9. Mayor Proctor indicated that she had received one phone call on the reader, but receives numerous calls concerning placing the City Council meetings on local access channel again. Mayor Proctor indicated that at least five City Council members do not wish it taped.

Mr. Mahr indicated that the City of Tigard has a local access channel videographer that films their City Council meetings, but sometimes they are not filmed as well.

Discussion was held concerning the programming format for the City Council, Chehalem Park & Recreation District (CPRD) and the Newberg School District Board. Mr. Mahr indicated that with the new Councils and Mayors in the respective cities, they may now be interested in providing input from their cities, if they do not wish their meetings taped. Mayor Proctor indicated that she was under the impression that different City Council members would be preparing a program and present information on the various City issues. Mr. Mahr stated that he has not received any feedback from CPRD or the School District. Mr. Morrison stated that he was under the impression that the various Mayors would be providing a program format. Mr. Mahr stated that this is an area which needs further discussion and it would be placed back on the agenda for the next meeting.

VI. New Business:

Ms. Garrick inquired how a person places tapes on Channel 9. Mr. Morrison and Mr. Coulter indicated to her that the video tapes are placed with TCI and that they are run during the next available time period. Mr. Coulter indicated that the tapes must be VHS format.

Mr. Coulter also indicated that Tana Bjorn (TCI employee) and Nate Deines (Newberg High School student) have been involved in a high school events program. This informational program provides the community with an update of what is happening at the high school.

Mr. Coulter also indicated that Scott Headley's son (Paul) is very active in the studio and providing much needed assistance.

Ms. Garrick asked that her name be added to the mailing list to receive copies of the monthly agendas for the Cable Communications Commission. Peggy Hall indicated that she would add her name to the list.

VII. Adjourn

The meeting was adjourned at approximately 8:05 p.m.

Adopted by the Cable Communications Commission this 11th day of March, 1997.


Jim Morrison, Chairman

NEXT SCHEDULED MEETINGS:

February 10, 1997

March 10, 1997

April 14, 1997

Further meetings to be announced