

Minutes
THE NEWBERG AREA CABLE COMMISSION
TUESDAY, SEPTEMBER 23, 1997

7:00 p.m.
Waste Water Treatment Plant (Training Room)
2301 Wynooski Road
Newberg, OR 97132

Call To Order:

The Newberg Area Cable Commission Meeting was called to order on the evening of September 23rd, at 7:00 p.m. in the training room of the Waste Water Treatment Plant at 2301 Wynooski Road Newberg, OR 97132.

Members Present:

Warren Koch
Roy Larson
Jack Eichhorn
Harry Morter

Members Absent:

Jim Morrison
Scott Headly

Others Present:

Donna Proctor, Mayor
Katherine McEneaney, TCI
Terrence D. Mahr, City Attorney (TM)
Thomas Coulter, TCI, Community Access

Housekeeping Items Discussed:

TM discussed the upcoming meetings and the expected agenda for those meetings.

There will be a meeting held on October 14th at 10:00 a.m. at the Waste Water Treatment Plant in the training room. Representatives from Newberg, Dundee, Dayton and Lafayette should be in attendance to discuss the franchise agreement.

There will also be a meeting October 30th

Two handouts were given at this meeting. The first was a handout regarding access workshops from Steve Jolin and the other, a summary of task with estimated hours, cost and time-line, also provided by Steve Jolin. TM made mention of his efforts to discuss sharing the consulting cost with the cities of Dundee, Dayton and McMinnville. McMinnville has already agreed to contribute financially. However, Dundee and Dayton have yet to reach a decision.

Agenda Item II: Report of Renewal of Franchise

A letter was sent to TCI in request for the technical, financial and subscriber information necessary for Franchise Agreement. Katherine McEneaney indicated she has yet to receive that letter.

Thomas Coulter discussed his proposed business plan. Harry Morter suggested a full business plan should be made. Katherine McEneaney suggested two forms of a business plan, the first one being an operating budget, and the second being a capital budget. As a result of that suggestion, Harry Morter and Thomas Coulter agreed to work on an operating budget. Warren Koch and Jack Eichhorn agreed to work on a capital budget. TM agreed to gather all the necessary information needed to convert the community access station into a non profit organization status.

Agenda Item I: Officers

Scott Headly had previously been considered for Chairman of the Board. However, his teaching responsibilities and other commitment conflict with the duties of the chair. He has respectfully declined the position. In the following discussion, Board asked if Harry Morter would consider taking the position. He is very knowledgeable in the area of video filming, has excellent business experience and has the confidence of the Board. Harry Morter said that he would accept the position. The Board unanimously voted to elect Harry Morter as chair.

Agenda Item III: Local Community Access – Channel NINE / Play Monthly Review (by Tom Coulter)

Thomas played video clips of current productions of the channel NINE community access channel. The main purpose in showing these particular clips was to display the new technology, which allows him to display names, phone numbers and information at the edge of the screen.

Clip 1: A public safety message funded by a grant given to the Newberg Police and Fire Departments displayed the importance of wearing a helmet when bicycling. This particular clip was in Spanish and contained the work of one the station volunteers. Thomas indicated that this message was also filmed in English. The Police and Fire Department have several others they would like to produce in the near future.

Clip 2: Newberg City Club

Clip 3: Newberg Public Safety Announcement

Clip 3: Yamhill/ Carlton High School football game - filmed by the Yamhill/ Carlton High School volunteer.

Clip 5: The Newberg Fire Department Film regarding the proposal of a new substation on Springbrook. This clip displayed the concern of Newberg residence through impromptu, "on the street interviews".

Thomas informed the commission of the current volunteer status and his plans to acquire more volunteers. There are currently two main volunteers, one from Newberg High School and the other from Yamhill/ Carlton High School. Two other Newberg High School students from the Nova program will be joining the mentor program. Classes are being held at Chahalem Park and Recreation, taught by Thomas Coulter. Filming and editing are the main topics being taught. The classes have been very successful and filled immediately. It is Thomas Coulter's hopes that these classes will bring in more involvement and volunteers. Roy Larson mentioned there might be some Lafayette youths interested in volunteering as well as participating in his classes.

Agenda Item IV: New Business

- 1) New Facility – Central School. Thomas spoke briefly about the new facility at Central School. As of this point, there has been little change. The facility is not ready to be occupied and finalization of plans is still taking place. Thomas believes channel NINE should obtain its non-profit status before occupation of the facility is finalized. TM questioned McEneaney about the current status of her rental agreement and relationship with the current landlord of the channel NINE studio. McEneaney's response was that everything was fine.
- 2) Business plan for 1998 – discussed earlier

Additional housekeeping issues.

TM spoke about the need for a commissioner from Dundee and Dayton. The franchise states, they need to have a citizen rather than a council member in attendance, but unfortunately had difficulty locating a citizen interested in participating. TM would like to loosen those regulations to some degree, in order to have some representation from those cities.

TM read a letter from Warren Parish regarding the filming of the Council Meetings. The Concerns of Mr. Warren Parish were as follows: Originally the Council meeting filming ceased in order to use the money to film other events. He had not seen that money spent elsewhere and would like to reinvestigate the issue.

Roy Larson inquired as to how and where the \$5000.00 is spent. TM's response was the following:

They paid Josh Naumen to film the:

Water Treatment Issues

The refurbishing of the pool

School district events

City Council

Etc.

There is still money in reserve for city projects.

At that time ideas for the use of the money were discussed. The first suggestion was to begin filming the meetings again. The second suggestion was made for outside advertising such as print and radio. The third and final suggestion

was to put more money into classes such as those at Chahalem Park and Rec. This would teach members of our community how to use their video equipment.

Roy Larson from Lafayette believes the filming of the meetings is a good way to enhance community involvement and bring a feeling of community access ownership to the people. He suggested the use of volunteers rather than paid camera operators. He stated, "Lafayette is definitely ready to kick in their two percent of the franchise fee for community access." Roy Larson suggested editing the film for highlights in order to solve the length problem, Katherine McEneaney agreed that might be a good idea.

TM suggested spending the time and money filming different important meeting in the different cities rather than filming every meeting in Newberg. The bottom line agreement reached in this discussion was: Volunteers need to do the filming, deliver it to the community access studio and Thomas would be happy to help with editing and ensure the film reaches the airways.

Adjournment: Meeting adjourned at 8:50 p.m.