

MINUTES

The Newberg Area Cable Commission
Tuesday, December 16, 1997
6:30 p.m. — Dinner Meeting
Providence Newberg Hospital (Room 3)
501 Villa Road
Newberg, OR 97132

Members Present

Jim Morrison
Scott Headley
Jack Eichhorn
Warren Koch
Roy Larson
Harry Morter

Others Present

Cliff Ross - McMinnville City Attorney
Don Cochran - McMinnville Cable Commission Member
Paul Headley - Community Access Volunteer
Cheryll A. Lincke - Community Access
Thomas Coulter - Community Access
Katherine McEneaney (KM) - TCI
Donna Proctor - Newberg City Mayor
Steve Jolin - Council
Terrence Mahr (TM) - Newberg City Attorney
Pat Hay - Newberg Resident

I: Call To Order

Harry Morter called the meeting to order at 7:00 p.m. on Tuesday, December 16, 1997.

II: Approval of Minutes

Roy Larson objected to a minor grammatical error in the minutes of the meeting on Tuesday, November 18, 1997. He motioned to have the appropriate changes made. Motion was seconded and carried.

III: Renewal of Franchise

Steve Jolin discussed his handout, which explained the different obstacles they have encountered and outlined the new time structure.

Handout Item #1: Steve Jolin asked if the Commission was able to acquire more questionnaires. TM and Roy Larson offered to speak with different City officials of Newberg, Dundee, Dayton and Lafayette in order to obtain questioners from those areas. Jim Morrison asked if there was a specific period of time in which Steve Jolin wished to acquire that information. He replied, "by the end of January."

Jolin also informed the committee of a plan in progress to perform an abbreviated version of the workshops on The Community Access Channel. Cliff Ross asked Steve Jolin what the format of those programs would be. Steve Jolin replied that the format would be simple, most likely consisting only of himself with phone numbers provided on the screen so that viewers could request a questioner.

Handout items # 3, #4 and #5: Steve has received technical information from TCI but is still waiting for the financial information. He has an engineer lined up to meet with TCI to discuss possible upgrades for the renewal of franchise and has also spoken with Jay Smith who will be doing an accuracy review on that information.

Handout Item #6: Customer Service Review. TM asked if they would be taking comments from the viewing public

for the customer service review. Steve Jolin stated that he had not considered that option, but it could be done.

Handout Item #7: Steve Jolin is trying to obtain an ordinance that would require professionals in the telecommunications industry to obtain some sort of license or permit. That ordinance would also contain structures and guidelines for the telecommunications industry.

Scott Headley was curious as to whether or not such an ordinance would preclude competition. TM informed the commission that it would not preclude competition but all who were interested in that line of business would need to acquire a franchise from the City.

Steve Jolin gave the commission an example of why these ordinances will be important in the future. A utility company in Tacoma has started its own cable Co. and without the ordinance in effect, it has caused some problems. With McMinnville's recent interest in the cable industry, such an ordinance may be of particular importance to them.

TM asked if McMinnville would throw Newberg off schedule with their interest in exploring that option. Cliff Ross informed the commission that McMinnville was simply tossing the idea around and isn't really interested in venturing into the entertainment industry. Therefore, they should be able to stay on schedule.

There was some discussion as to how the ordinance would be proposed and accepted. TM said that there haven't been any decisions made on that issue yet.

At this time the commission discussed the issue of the cable extension due to expire soon. Scott Headley asked if it was going to be extended again. KM explained that the extension needs to be approved by Council, but yes, the extension will go through. The issue of how The Community Access Station would be affected by the extension was also addressed. KM indicated that everything was fine in that area.

III: Local Community Access

Thomas Coulter began his presentation with the introduction of Cheryl Lincke and explained her duties at Channel Nine.

Thomas provided the Commission with a handout, which explained the equipment, needed to film the Newberg City Council meetings correctly and that such proposal may be used as a guideline for other cities Council meetings as well.

Some new equipment will need to be purchased due to the fact that the camcorders, which are lent to the community, are not always returned on time. He also feels that in order to improve the audio quality, two people will be needed to film the meetings. His handout outlined the details and price of that plan.

Pat Hay expressed concern about using two people. He felt that using two people could lead to more difficulties in getting the job finished. Thomas addressed his concern by saying that this is a just proposal and is not set in stone. Roy Larson expressed the same concern. He felt that consistency may be in issue with using two people yet, at the same time it, would improve the quality of audio.

Jack asked if the equipment outlined in the proposal would still be needed, whether we used one or two people. It was decided that yes, Channel Nine would still need the equipment and perhaps it could be included in the renewal of franchise.

Harry Morter added some insight from his experience in Tualatin. In Tualatin they used a crew of five people to film the meetings in order to insure top quality. If Channel Nine went in without the appropriate equipment, how would the quality be? Since TCI has agreed to finance the purchase of some new equipment we should decide exactly what is necessary.

Donna Proctor agreed, we need to decide how we will acquire this equipment. She doesn't feel the Council will provide the financing for it, and that perhaps other cities and organizations would be interested in contributing.

KM asked if the money TCI has already given to the City would be available for use in purchasing the needed equipment. TM said, that money is an option, but its use will need to be approved with the City.

After some discussion it was decided, the money in reserve would be held in reserve for financing, for after Channel Nine becomes nonprofit.

TM stated, we need to concentrate on finding additional funds and that the filming of other City Council meetings may provide those funds. Therefore, it is not necessary at this time to work out every detail of the Newberg City Council Meetings. He feels some of those details may take care of themselves as other cities get involved.

Jim agreed, there is no point in working out all the bugs at this point. He feels we should try the filming, see how it goes, and work out the details after that.

Warren agreed with Jim, he feels discussing equipment at this point is a little premature. He stated that he would like to see other cities agree to the filming and perhaps contribute a portion of their franchise fee for the purchase of equipment.

Roy Larson agreed, cities may feel more ownership if they are contributing a portion of their fees for a particular product.

Warren reiterated, that is why we need a model to take to other cities. The filming of the other cities may very well be the livelihood of the community access channel. He feels we should have one person designated to local orientation with the cities in order to get them involved and secure the financial future of the community access channel.

At this time, there was a discussion held on the program schedule of the local community access. Thomas gave a handout explaining what has been broadcast over the last month and a brief verbal description of those items. Jack Eichhorn expressed a desire to see more live broadcast and was concerned with what happened to the two channels that were available.

KM informed the commission that those channels are still available, but the franchise prohibits the use of the second channel unless 80% of the programming are non-repeat programs.

Donna inquired of the Commission why the high school hasn't been using the studio more. Jim explained that he has been trying to find a contact in the high school who is interested, but hasn't had any luck. Donna said she may know someone there to contact and will look into it.

KM had two exciting announcements to make. At this time she informed the commission that the Disney channel is no longer a premium pay channel and that they have officially done a soft launch of the digital system.

IV: Schedule of Meetings

After some discussion it was decided that the commission will continue to meet every month for the first quarter. Those meetings will be held on the third Tuesday of the month.

The next meeting is scheduled to meet at the community access studio on Tuesday, January 13, 1998.

Meeting adjourned at 8:40 P.M.