

***Non-Quorum Meeting* Minutes**
The Newberg Area Cable Commission
7:00 p.m.
Tuesday, August 25, 1998
TCI Cablevision of Oregon, Inc.
Community Access Station
406 E 1st St.
Newberg, OR 97132

Members Present

Harry Morter (HM)
Jim Morrison (JM)
Jack Eichhorn(JE)

Members Absent

Warren Koch
Nan Mileo
Scott Headley
Roy Larson

Others Present

Thomas Coulter-Local Community Access
Donna Proctor- Mayor of Newberg
Katherine McEneaney (KM)-TCI
Terrence Mahr (TM)-Newberg City Attorney

I: A Call To Order - The Newberg Area Cable Commission was called to order at 7:00 P.M. on Tuesday, August 25, 1998, at the Community Access Station, at 406 E 1st St. Newberg, OR 97132. A quorum was not present.

II: Report on Renewal of Franchise-TM met with the City Council in an executive session and Stephen Jolin will be preparing a contract to send to TCI. The document will be shown to the Cable Commission as soon as it is sent to TCI and becomes a public document. There will be an opportunity to have input from the public before the contract is adopted. JM wants to make sure all of the Cable Commission's input was considered in preparation of the contract.

TM received a good response on the I-Net surveys from the city and government participants.

III: Local Community Access

Volunteer Update - TCI 9 new volunteers include Matt Clean and Jason Fullen from Newberg High School.

Programming Update - This week, TCI 9 will be on the air with 97 1/2 hours of actual programs (not including bulletin board). Of the 97 1/2 hours, 82 hours broadcast are locally produced programs in Yamhill County. This represents 84% of TCI 9 on-air time.

The Newberg Police Department received a grant to make public safety videos. TCI provided volunteers to help make these videos which include Crosswalk Safety, Bus Safety, Driving Safety, and a video on Drunk Driving which was shown to the Cable Commission.

IV: Community Access Channel

Non Profit Organization - HM filed the Non Profit Organization paperwork with the state on 8/11/98 and has the Articles of Incorporation. The Cable Commission now needs to make a decision on a Board of Directors and whether they need both a Cable Commission and a Board of Directors.

TM reviewed the previous meeting with the McMinnville Cable Commission. Since no follow through was done by McMinnville HM went ahead and filed the article without them. The Non-Profit Organization was named Yamhill County Community Access. TM stated that the article may not be sufficient for IRS non-profit tax status and that status is needed for fund raisers. Bi-laws need to be drafted to support funding issues.

JM asked if Dundee, Lafayette, and Newberg City Councils will support the non-profit formation.

HM suggested structuring the Board of Directors to include a member from each city and have each city appoint a member to the board and have the board accept the member. Dayton stated they would become involved when an organization was formed. The Cable Commission needs to go to the cities and list the structure of the organization and see if they want to join. Each city that joins must provide the coverage and not expect coverage to be solely provided by Newberg. There also needs to be a decision made on whether or not the Cable Commission is still needed if a Board of Directors exists.

JM suggested that the Cable Commission should stay together to monitor the local access functions unless the board will be willing to perform that function.

TM will get a plan together for funding to approach the city with. The Cable Commission status needs to be approved by the city before any changes can be made.

Donna Proctor said that the funding plan needs to be submitted by the 1st of the year in order for the budget money to be available beginning 7/99.

V: Continued Business

KM asked about the status of the chart on compliance for Newberg. She was concerned that the Newberg City Council looked at the McMinnville noncompliance issues and that the distinction was not clear on Stephen Jolin's report.

TM stated that the council was aware that the issues presented were for McMinnville for the most part and that there were only a few items that pertained to Newberg.

VI: New Business

HM brought up the subject of how to handle political candidates this year.

KM would like to set up a meeting with Harry Morter, Thomas Coulter, Curtis Menken, and Reuben Contreras to set up ground rules for political candidates and how to handle them in a fair manner.

Donna Proctor liked the format with Dave VanBergen speaking to each candidate last year and felt that it was very professional and fair.

TM stated that TCI holds the liability for any problems and that the Cable Commission acts in an advisory capacity. He suggested advising the candidates on how to approach the forum.

HM would like to see ground rules set up before being approached by the candidates.

TM suggested talking to Tualatin Valley and Salem to see what they have set up to handle candidates and use their guidelines to help set up ours. He also volunteered to attend the meeting with Harry Morter, Thomas Coulter, Curtis Menken, and Reuben Contreras to help set up the guidelines. TM will talk to Cliff Ross if he is unable to get a hold of Curtis Menken. The plans need to be ready by the next meeting.

Thomas Coulter stated that they are having problems with candidates now and he will call Tualatin Valley and Salem as soon as possible to obtain a copy of their guidelines.

Donna Proctor suggested holding off candidates until rules are established.

JM suggested that all candidates be notified of the format once it is established.

KM stated that advertising needs to be done through TCI Ad Sales and that candidates should not be using local access as an advertising outlet.

JE thanked Katherine McEneaney and TCI for sponsoring food for the volunteers at Old Fashioned Festival.

KM announced that Thomas Coulter is producing a film to be shown at the Smithsonian Exhibit on September 4th called "A More Perfect Union". The film is

about how Japanese Americans in Oregon were before the war. The film will be shown on TCI Channel 9.

KM gave an update on TCI. The new customer billing service is up and running, Galavision was added on channel 56, and in October there will be some new channels added to the Digital Cable line-up including the Golf Channel and Speedvision.

The audio on the City Council Meetings has been greatly improved. The sound equipment from the hospital was used and people were trained on how to properly use the equipment.

Thomas Coulter suggested moving the September meeting to the 22nd. That was approved by the commission.

JE wants to go live at the NHS Football games and will look into making this happen. KM will see if the return feed which is needed to accomplish this is set up.

VII: Schedule of Meetings: The next meeting will be held Tuesday, September 22nd at 7:00 P.M. at The Local Community Access Station at 406 E 1st St. Newberg, OR 97132.

VIII: Adjournment: The non-quorum meeting of The Newberg Area Cable Commission ended at 8:25 P.M.