

# VILLAGE OF VILLA PARK

20 South Ardmore Avenue, Villa Park, Illinois 60181

10/15/18	Regular Meeting - Villa Park Cable Commission	06:00:00 PM
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Chairperson - Al Stasch

Staff Technical Director - Pat McAndrews

Commissioner - Dennis Keating

Commissioner - Jean Hockensmith

Commissioner - Lou Ciancio

Commissioner - Matt Kissane

Commissioner - Sid Bergh

Commissioner - Kevin Patrick

1. **Call to Order - Roll Call**
2. **Approve minutes from previous meetings**
3. **Commissioner & Volunteer Production and Equipment Projects**

A number of projects have been offered for completion in 2018. It is requested that each Commissioner, Volunteer and Staff take part in at least one project in order to complete the projects in a timely manner.

**Status of Current Projects**

- **Scheduled Economic Development August Meeting – Meeting – recorded being processed.**
- Village Business Commercials
  - **Several local businesses are in progress**
  - **Wreck Room, State Farm Insurance, Inland Bank, Sooper Lube (done), Wash U, Mike's Meat Market, Anytime Fitness, J.W. Reedy Tina Janopolus, Cherokee Embroidery, Veterans Towing.**

4. **New Program and New Episode Time Slot Documentation System**

The following documents have been submitted:

Submission Title	Action Taken
Regular Village Board Meetings	Placed in schedule – uploaded to YouTube Village Page
Manager's Agenda Report	Placed in schedule – uploaded to YouTube Village Page
Economic Development Commission	Recorded regular meeting using 4 cameras in COW room
Environmental Concerns Commission	Recorded regular meeting in Board Room. Placed in schedule.

5. **Next 60 Days Production Schedule**

Each month the Cable Commission will prepare a forward looking production schedule for the next 60 days. Included in the production schedule will be all official Villa Park Government programming, special events, ongoing series, sporting events and business events. The schedule will include assignment of a Producer (from the Cable Commissioners and Volunteers) who will manage the scheduling and implementation of any recordings or full production for each scheduled event. The first Forward Production Schedule is listed below.

Production Name	Producer(s)	Date(s)	Location
Village Board Meeting	Pat McAndrews	8/13, 8/27	Board Room
Manager's Agenda Report	Al Stasch	8/9, 8/23	Studio
Commercials	Al Stasch/Kevin Patrick	TBA	On Business Site
P.S.A. Recording	Al Stasch	TBA	Studio

6. **Future of COMCAST & AT&T u-VERSE – VPFlx, Streaming Internet Channel.**

Update of evaluation plan. DA Cast under evaluation. Projected cost \$1,500 annually.

7. **Treasurer's Report. Stub Year - \$2,667.00**
8. **Old SONY Camera AV out port not working properly.**
9. **New Business.**

- **Need to replace the functionality of the DVD recorder that is producing very poor quality DVDs. est. \$400**
- **Need to purchase a new SONY camera for the Boardroom for better coverage of Board Meetings – est \$1,500**
- **Need to consider purchase of a USB microphone system for the sound booth – est. \$145.00 from Guitar Center.**
- **AT&T u-Verse trouble report status – Quality greatly improved as described by Al Bulthuis**
- **Schedule of Fall Video Production Training class – Volunteer instructors invited.**

10. **Confirm date and time of next meeting: 11/12/2018 6:00 pm.**

In the event that a quorum can not be assembled for any Cable Commission meeting in 2018, the meeting will be rescheduled for the following Monday until a quorum is present.

11. **Adjourn**