

MANISTEE AREA P.E.G. COMMISSION

MEETING MINUTES

September 16, 1998

A regularly scheduled meeting of the Manistee Area P.E.G. Commission was held on September 16, 1998 at 6:00 p.m. in the City Council Chambers at City Hall, 70 maple Street, Manistee, Michigan.

MEMBERS PRESENT: G. Carlson, F. Balcer, T. Kaminski, K. Fenstermacher, N. LeMire

MEMBERS ABSENT: J. Mencarelli

OTHERS PRESENT: Lori Donnan (Administrative Assistant), Ben Bifoss (City Manager), Tex Collins.

The September 16 meeting was brought to order at approximately 6:00 p.m. by K. Fenstermacher. A motion was made by Kaminski and supported by Carlson to approve the June 24 minutes. The motion passed with a 5-0 vote.

Under new business, G. Carlson gave a brief update on the equipment being used to operate Channel 2. Efforts are currently being made to get access to the MSU extension satellite for more programming options.

Donnan reviewed the operators' schedules. Members agreed to the following schedules for the dates October 11 - November 14: John Oct. 11-17; Kathy Oct. 18-24; Frank Oct. 25-31; Tom Nov. 1-7; Nancy Nov. 8-14. Keys to the gate and building on Cable Michigan grounds were distributed to members present.

Under Old business, Donnan noted only 3 members have turned in their phone survey results. Members will turn their surveys in to Donnan for tabulation.

G. Carlson gave an update on Channel 2 programming. Programming that has been aired on the channel includes City Council meetings; local soccer and football games; Legislative Forum; Forest Festival activities; Relay For Life; Wellness Day activities; Good Shepherd church services; Port City Festival activities; Fire Hall tour and safety tips. Response to programming has exceeded the Commission's expectations. An additional evening of programming will be added to the current Sunday and Wednesday schedule.

Donnan noted the programming being aired on Channel 2 will have to be kept track of for an annual report to Council. It was suggested that a program log book be placed at the building and a sticker be placed on tapes noting the date the program was broadcast. Donnan will check into purchasing a log book and stickers.

Elaine Bush from the MSU Extension Office has expressed an interest to use the satellite dish for programming. Cable Michigan and the City's liability insurance allows for the members and ex-officio members of the PEG Commission to enter their property. It was suggested that Bush be made an ex-officio member of the PEG Commission to be covered under the City's liability insurance. A motion was made by LeMire and supported by Carlson to appoint Elaine Bush as an ex-officio member of the PEG Commission. Motion was passed with a 5-0 vote.

Balcer sent a letter to Filer Township requesting action be taken on appropriating funds to the PEG Commission. The Township is financially unable to appropriate funds to PEG at this time and will try to include an appropriation in their 1999 budget.

Camcorder training manuals were distributed to members present to review for training purposes. Donnan informed members that she has been in contact with two individuals who may be willing to conduct training on the camcorder and tripod. Training is tentatively being set for October 28. Donnan will send out press releases once volunteers

confirm a date. An announcement will also be placed on the scroll.

It was suggested that music be played in conjunction with the scroll. Carlson will contact Q101 for authorization to play their music on Channel 2.

Placing a classified spot on the scroll was also suggested. Members agreed classifieds should be limited to 25 words or less, be available for non-commercial individuals, be non-refundable and cost \$7.00 for seven days. Donnan will prepare a policy for members to review at the October meeting.

Donnan informed members that Sid Scrimger has donated rechargeable camcorder batteries and has supplied the Commission with a temporary camcorder case. Mr. Scrimger has also volunteered to keep the camcorder and tripod at the City Fire Hall. Having the camcorder and tripod at the Fire Hall would enable people to check out these items during evening and weekend hours. Members agreed to keep the camcorder and tripod at the City Fire Hall. A list of individuals that participate in a training session will be supplied to the City Fire Hall. Members requested Donnan send a thank you letter to Sid Scrimger.

F. Balcer has purchased a cordless microphone to add play-by-play sound to high school sports programming. A directional microphone still needs to be purchased for the camcorder. G. Carlson will look into purchasing a directional microphone.

The next regularly scheduled meeting of the PEG Commission will be held on October 28, 1998 at 6:00 p.m. in the Council Chambers at City Hall.

With no further discussion or business present, the meeting was adjourned.

Respectfully Submitted,

Nancy LeMire, Secretary