

VILLAGE OF MCFARLAND

Communications & Technology Committee Minutes

Tuesday, January 22, 2019 - 6:00 PM

1. CALL TO ORDER, ROLL CALL.

Members present: Member Ella Tschopik, Village Trustee Shaun O'Hearn, Village Trustee Stephanie Brassington, CJ Behm, Cole Younger, Joe Hoeme

Members not present: Member Devoin Ruffin

Staff Present: Director Stephanie Miller

2. PUBLIC APPEARANCES.

No public appearances present.

3. APPROVAL OF MINUTES.

a. Motion to approve the minutes of the November 27, 2018 meeting.

Motion by Shaun O'Hearn, second by Stephanie Brassington, to approve Motion to approve the minutes of the November 27, 2018 meeting.

4. BUSINESS.

a. Discussion and possible recommendation to the Village Board regarding the re-approval of TDS equipment purchase for McFarland Cable channel.

Motion by Village Trustee Stephanie Brassington, second by CJ Behm, to recommend approval to the Village Board regarding the re-approval of TDS equipment purchase to not to exceed \$12,500 for McFarland Cable channel. Motion carries 6 - 0 - 0 by acclamation.

b. Discussion and possible action to renew signing of Polco contract.

Motion by Village Trustee Shaun O'Hearn, second by Village Trustee Stephanie Brassington, to recommend approval of discussion and possible action to renew signing of Polco contract. Motion carries 6 - 0 - 0 by acclamation.

c. Discussion regarding the Outlook Newsletter publisher and printer.

Comparison chart shown to committee in order to see amount being paid and printed for current Outlook Newsletter versus possibility of alternative, new option with Thistle.

Questions discussed to be taken back to Thistle representative.

Decision to create or re-open Polco question on how people would like to receive the newsletter.

Further discussion to take at future meeting.

5. STAFF REPORTS.

a. Technical Specialist Update(s).

Andrew Day, Technical Specialist, not present to give update.

b. Director Update(s).

Stephanie Miller, Director, gives updates on new vacancy opening for audio-visual technician to start in February, website homepage design recently being approved by Village Board, cable channel broadcasts, and control room/office remodeling.

6. POLCO.

a. Discussion, creation, and possible action regarding questions to be posted on Polco.

Discussion to re-open or create question regarding the Outlook Newsletter and how people would like to receive it.

Discussion to create policy (yes/no) question regarding Community Service Day after party picnic.

7. SCHEDULE NEXT MEETING DATE.

a. Tuesday, February 26, 2019 at 6pm in Conference Room A of the McFarland Municipal Center.

Discussion of next meeting to be held on Tuesday, February 26, 2019 at 6pm in Conference Room A of the McFarland Municipal Center.

8. ADJOURNMENT.

Motion by Village Trustee Shaun O'Hearn, second by Village Trustee Stephanie Brassington, to adjourn at 6:38PM.

Pursuant to law, written notice of this meeting was given to the public and posted on the public bulletin boards in accordance with Open Meetings Law.

Respectfully submitted,
Stephanie R. Miller
Director