



**Forest Lake Cable Commission Meeting
Regular Meeting
• Notice of Agenda •**



Wednesday, April 12nd, 2017 • 4:00 PM • Forest Lake City Center
1408 Lake Street South • Forest Lake, MN 55025

1) CALL MEETING TO ORDER

2) ROLL CALL

3) APPROVE AGENDA

4) OPEN FORUM

5) APPROVE CONSENT AGENDA

- ACTION

A. Secretary's Report:

- a. Approve minutes of regular meeting: January 18th 2017
- b. Approve minutes of regular meeting: February 15th 2017
- c. Review workshop: March 22ND 2017
- d. Approve Payment of Commission Bills

6) APPROVE TRESURER'S REPORT

- ACTION

7) REGULAR AGENDA

A. LATV Vision/Mission Statement

- ACTION

B. FLCC Vision/Mission Statements

- ACTION

C. Review Filmmaker Job Description & Pay Scale

- ACTION

D. Station Purchases:

- ACTION

a. Pre-Paid Card/Digital Check for Initial Purchases

b. Purchases Going forward - Credit Card?

c. Purchasing Policy

E. Options for Scandia Leaving Joint Powers Early

F. DVD sales applied to filmmaker budget to increase production quality

G. LATV server room summer temperature options



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8) UPDATES

- A. Tierney Maintenance Contract
- B. Insurance Renewal
- C. Personnel Policy & Employee Handbook
- D. Policies & Procedures
- E. Audit Update
- F. Personnel Discussion

9) ACCESS COORDINATOR REPORT

10) CHAIRPERSON REPORT

11) ADJOURN MEETING

NEXT MEETING

May 10th at 4:00pm at Forest Lake City Center