



Forest Lake Cable Commission Meeting



Regular Meeting
~ Minutes ~

Wednesday, December 15th, 2021, • 4:00 PM • Forest Lake Senior Center

1. CALL TO ORDER

The meeting was called to order at **4:14 PM** by Dianne Halfen

2. ROLE CALL

Attendee Name	Title	Status	Arrived
Dianne Halfen	Chair	Present	
Hanna Valento	Commissioner	Present	
Sue Wagamon	Commissioner	Present	
Doug Wood	Commissioner	Present	

Other noted attendees:

- Dan Udem – FL City Administrator Absent
- Paul Peterson – LATV Access Coordinator
- Jill Green – LATV Administrative Assistant

3. APPROVE AGENDA – (ACTION)

Motion to: Approve the Agenda

Result	Adopted
Mover	Wagamon
Secunder	Valento
Ayes	Wagamon, Halfen, Valento, Wood
Nays	
Absent	

4. OPEN FORUM

There was no open forum at this meeting



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5. APPROVE CONSENT AGENDA – (ACTION)

A. Secretary’s Report

- A. Approve payment of September and October 2021 Bills
- B. Approve Meeting Minutes from August 11th, 2021

Motion to: Approve Consent Agenda

Result	Adopted
Mover	Wagamon
Seconder	Valento
Ayes	Wagamon, Halfen, Valento, Wood
Nays	
Absent	

6. APPROVE TREASURER’S REPORT – November 2021 (ACTION)

- Employer/Personnel expenses on budget
- Film Makers wages are under 27% budget
- Office Supplies are 36% under budget over all
- Operating expenses 13% over Budget due to paying Scandia for 2020 Auditing/Accounting services in 2021.
- Facilities and equipment, Rent is on budget (1.5 % annual increase effective for Nov) Tierney Premium was misclassified, putting total Fac & Equip 8% over budget
- Franchise Reserve is over budget due to a \$30,000 additional transfer in July 2021
- Non-Peg expenses are 24% over budget
- Franchise Fee Revenue: under budget. Forest Lake is 1 month behind
- PEG/Midco Revenue is under budget 13.5% Due to Midco behind in payments
- Total cash used YTD is \$37,247.86
- Total Cash disbursements to date \$196,755.87 and Total Revenues YTD \$159,508.01.
- Cash Balance is \$142,470.80, with reserve: \$202,587.34
- Cumulative PEG revenue reserved for equipment \$62,001.80



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Motion to: Approve November 2021 Treasurer’s Report

Result	Adopted
Mover	Wood
Seconder	Valento
Ayes	Valento, Halfen, Wagamon, Wood
Nays	
Absent	

7. REGULAR AGENDA

A. Health Insurance

-Discuss

Paul Switched policies which reduced the premium. Paul’s portion will be lower by about \$520/yr and the station’s portion will be lower by about \$1,900/yr. Total savings over \$2,400/yr.

8. ACCESS COORDINATORS REPORT

- The Carousel System LATV uses has been having continual issues, so Paul is planning on purchasing a new system in 2022. Cost could range between \$20,000-\$40,000
- Paul questioned what to do with Columbus meetings, Sue said she would talk to Elizabeth at the City of Columbus to see if LATV can get copies of the meetings to air on the channel or what they would like to do.
- Taco Daze is finished. Payment has been sent to LATV
- Paul is helping the school research some equipment to aid in filming events, in the process he found a new streaming device that he purchased for the station. He purchased it for about \$1,300 and wanted to let the Commission know that it was over the agreed upon amount. This device may also be purchased by the City of Forest Lake to use in the conference rooms that do not have cameras.
- The equipment LATV purchased from Savage a couple years ago will be used in the school auditorium to film concerts
- LATV filmed an event for LILA using their new equipment and to show them how.
- LATV is working with CSF, a business in town, to film a promo video for a community scholarship
- LATV is starting to film for the Hockey team to make an entrance video for the “world of Hockey” for the girls’ hockey team to submit for a chance to play in another league.
- LATV is filming 5 of boys and girls hockey games this season, which was decided and agreed



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- upon with the Hockey Boosters.
- Columbus Live meetings are back
- With passage of the new Federal Infrastructure legislation, Sue asked if FLCC/LATV could apply for any of those funds or if those would need to originate through State, County or City requests. An inquiry to learn more was proposed.

9. CHAIRPERSON REPORT

Dianne stated the By-Laws were finalized in October. Dianne is hopeful that Scandia is going to continue to work with LATV on a one-on-one basis. She thanked the Commission members and Paul and Jill for the good work throughout the year.

10. ADJOURN MEETING

Motion to: Adjourn Meeting

Result	Adopted
Mover	Valento
Seconder	Wagamon
Ayes	Valento, Halfen, Wagamon, Wood
Nays	
Absent	

Meeting was adjourned at 5:00PM

Next Regular Meeting will be February 9th, 2021, at 4:00 PM at the Forest Lake City Center

Lakes Area Television’s mission is to collaborate with people and organizations in the communities we serve to bring quality programming and learning opportunities while being fiscally responsible under direction of the Forest Lake Cable Commission.

Lakes Area Television’s vision is to Educate, Inform, Entertain, and Involve people within the Cities of the Joint Powers Agreement as directed by the Forest Lake Cable Commission.