

February 11, 2004

MINUTES OF A REGULAR MEETING OF THE TORRANCE CABLE TELEVISION ADVISORY BOARD.

1. CALL MEETING TO ORDER:

The Torrance Cable Television Advisory Board convened in a regular meeting on Wednesday, February 11, 2004, at 7:06 p.m. in the Torrance Community Television Studio located in the Stanley E. Remelmeyer Telecommunications Center. Because the Chairwoman Perkins and Vice-Chairwoman Korman were excused, Commission Tsao conducted the meeting.

2. ROLL CALL:

Present: Commissioners: Carlson, Craft, Hausmann, Taniguchi, and Tsao

Also Present: Cindy Hibbard, Clerk Typist
Mark J. Doddy, TCTV Coordinator
Michael D. Smith, Cable & Community Relations Manager

Excused: Commissioner Korman and Perkins

3. FLAG SALUTE:

Commissioner Taniguchi led the salute to the flag.

4. MOTION TO ACCEPT AND FILE REPORT ON POSTING OF AGENDA:

MOTION: *Commissioner Carlson moved to accept and file the report of the City Clerk on posting of the agenda for this meeting. This motion, seconded by Commissioner Craft, carried with an aye vote.*

5. APPROVAL OF MINUTES:

a) **October 8, 2003**

MOTION: *Commissioner Carlson moved to approve the minutes for the November 12, 2003, meeting. This motion seconded by Commissioner Craft, carried with an aye vote, with Commissioner Taniguchi abstaining.*

6. SCHEDULED BUSINESS:

a) Community Matters – NONE

b) Committee Reports

(1) Producer Incentive

Commissioner's Craft and Tsao provided the following report. The Committee conducted the December 5, 2003 meeting featured Advanced Sound Technique II taught by professional audio producer and engineer, Don Fefie. This is the second year we've offered this one-day workshop to the community.

The January 30th program was the Awards Ceremony. Over 150 guest participated. The February 6th session featured winners from the awards ceremony to talk about their productions. Twenty guests attended and enjoyed first-hand accounts of how to put an award-winning program together.

The next session scheduled for March 5th will feature "Copyright Law", presented by Irving Keschner, Attorney at Law.

Discussion followed.

MOTION: *Commissioner Craft moved to accept the Producer Incentive Committee Report for January 2004. This motion, seconded by Commissioner Carlson, motion carried with aye vote.*

(2) Video Programming Awards

Chair Craft provided the following report. Invitations were mailed December 29th. Eleven judges reviewed entries December 9th and 10th. Judges represented public, educational, and government access; local origination and local government. Eighteen different producers entered 46 programs. Kendra Kostelecky and Chris Berg served as masters of ceremony and were very well received. Exxon Mobil served as Platinum Sponsor and was mentioned throughout the ceremony as well as their name/brand included in the printed materials. The decorations, refreshments, centerpieces, flowers, linens, coordinated by Hospitality Committee (Cindy Hibbard and Ramona Rosas). They did a great job in creating the artwork, setting up the room, and managing the food. TCTV Staff produced all ceremony videos and the audience appeared to be very entertained. The "Little Daddy-O" band did an excellent job entertaining the audience at the beginning, at breaks, and at the closing. TCTV Producer, Peter Baldwin, headed the trio. Over 150 guest RSVP'd, over 150 showed. Councilmembers that were in attendance mentioned the quality of the program and ceremony and that they can't wait until next year.

Discussion followed.

MOTION: *Commissioner Haussmann moved to accept the Video Programming Awards Committee Report for January 2004. This motion, seconded by Commissioner Carlson, motion carried with aye vote.*

c) Report of Community Television Center

- 1) Coordinator Doddy discussed statistics for the month. He highlighted 14 new programs were completed compared to 13 in 2002 and 7 in 2001. He also noted studio usage was at 20% while field camera was at 47% and post-production was at 47%. Seven people attended the monthly New Users Orientation Session, five certified. One received the Its Your TV Brochure, two were certified.

Brief discussion followed.

MOTION: Commissioner Carlson moved to accept the Torrance Community Television Center Report for November 2003. This motion, seconded by Commissioner Craft, motion carried with aye vote.

- 2) Coordinator Doddy discussed statistics for the month. He highlighted 18 new programs were completed compared to 10 in 2002 and 2 in 2001. He also noted studio usage was at 20% while field camera was at 47% and post-production was at 47%. New Users Orientation Session was cancelled due to lack of sufficient reservations. Three "It's Your TV Brochures" were mailed. Ten children and six adults from Cub Scout Pack 1064 received a tour of the Telecommunication Center.

Brief discussion followed.

MOTION: Commissioner Carlson moved to accept the Torrance Community Television Center Report for December 2003. This motion, seconded by Commissioner Craft, motion carried with aye vote.

- 3) Coordinator Doddy discussed statistics for the month. He highlighted 4 new programs were completed compared to 10 in 2002 and 1 in 2001. He also noted studio usage was at 20% while field camera was at 20% and post-production was at 35%. New Users Orientation Session was cancelled due to lack of sufficient reservations. Hosted 12th Annual Torrance Community Television Video Programming Awards Ceremony, over 150 guest attended.

Brief discussion followed.

MOTION: Commissioner Carlson moved to accept the Torrance Community Television Center Report for January 2004. This motion, seconded by Commissioner Craft, motion carried with aye vote.

d) Report of Legislative and Cable Related Activities – January, 2004

Administrator Smith gave a brief summary of the report. Media giant Time Warner Inc. is seeking systems for acquisitions in 2004, with a focus on buying cable television properties and other businesses to bolster its media and entertainment holdings.

The U.S. Department of Homeland Security announced an e-mail alert system aimed at informing citizens/technical experts and the average home user of potential online threats.

The cable industry pay TV market remains firm at 75% subscriber penetration despite a decade of robust competition from satellite providers according to the Federal Communications Commission.

The Federal Communications Commission plans to launch its much-awaited rulemaking on voice-over-Internet-protocol services at its Feb. 12 public meeting.

Satisfaction among digital/cable subscribers slipped last year, while satellite subscribers maintained their enthusiasm for the delivery system.

Comcast Corp. president and CEO Brian Roberts hinted that the recent turmoil at The Walt Disney Co. might have played a small part in their decision to launch an unsolicited bid.

Students at 205 universities nationwide, enjoys the benefits of Internet2. The nonprofit consortium's high-speed fiber-optic network brings data to dorm rooms at 10 megabits a second --- 10 times the speed of a standard cable modem and almost 200 times faster than a dial-up connection.

A recent report concluded that long-term revenue gains for cable operators are contingent upon rolling out and expanding new digital-video, data and voice services, as overall subscriber growth has been flattening out.

CSG Systems International Inc. said Time Warner Cable's Los Angeles system will deploy its "Workforce Express" product to more efficiently handle requests for new products and services in the 350,000-subscriber system.

Brief discussion followed.

MOTION: *Commissioner Carlson moved to accept the Legislative and Cable Related Activities Report for January 2004. This motion, seconded by Commissioner Craft, carried with an aye vote.*

e) Old Business

Recommendation of the Cable & Community Relations Manager that the Cable Television Advisory Board review the new Torrance Community Television Logo.

Commissioners expressed that the new logo was a refreshing addition. The design is timeless and well executed. Congratulations to all involved in its development.

MOTION: *Commissioner Carlson moved to accept the new Torrance Community Television Logo. This motion, seconded by Commissioner Craft, carried with an aye vote.*

f) New Business

- 1. A recommendation from the Cable & Community Relations Manager that the Chairperson appoint new member to Producer Incentive Committee and appoint a new and chairperson.**
- 2. A recommendation from the Cable & Community Relations Manager that the Chairperson appoint new member to Cable Television Franchise Renewal Committee and appoint a new and chairperson.**

3. A recommendation from the Cable & Community Relations Manager that the Chairperson appoint new member to Operating Policies and Procedures Committee and appoint a new and chairperson.
4. A recommendation from the Cable & Community Relations Manager that the Chairperson appoint new member to Future of Access Committee.

MOTION: *Commissioner Haussmann moved table items 6f1 through 4 until the next meeting when the full Commission is present. This motion, seconded by Commissioner Craft, carried with an aye vote.*

7. ADDENDUM MATTERS – NONE

8. ORAL COMMUNICATIONS:

- a) Secretary Hibbard welcomed Commissioner Taniguchi to the Cable Television Advisory Board.
- b) Secretary Hibbard said she really enjoyed the Awards Ceremony this year.
- c) Coordinator Doddy said he also enjoyed the Awards Ceremony this year.
- d) Coordinator Doddy reminded the Commission of the upcoming Producer Get-Together March 5, featuring “Copyright Law” presented by Irving Keschner.
- e) Coordinator Doddy also wanted to thank Producer Peter Baldwin for providing excellent entertainment during the Awards Ceremony with his Trio, Daddy-O Band.
- f) Coordinator Doddy expressed excitement about the number of new Users, and some of the new equipment that has been purchased for TCTV.
- g) Manager Smith said he also enjoyed the Awards Ceremony this year.
- h) Manager Smith invited the Commission to the upcoming Ribbon Cutting Ceremonies for the Stage Two Theatre, March 2nd, and the Animal Control Facility, March 16th.
- i) Manager Smith welcomed Commissioner Taniguchi to the Cable Television Advisory Board.
- j) Commissioner Taniguchi said she too really enjoyed the Awards Ceremony.
- k) Commissioner Taniguchi said she was looking forward to working on the Commission.
- l) Commissioner Haussmann said she also enjoyed the Awards Ceremony and congratulated staff for another fine job.
- m) Commissioner Haussmann said she plans to attend the March 5th Producer Get-Together.
- n) Commissioner Haussmann said she and her grandson have recently been enjoying competing with *Axes and Allies*. It’s a game of strategy for two to six players, ages 6 to 66.
- o) Commissioner Haussmann also welcomed Commissioner Taniguchi to the Cable Television Advisory Board.
- p) Commissioner Carlson also welcomed Commissioner Taniguchi to the Cable Television Advisory Board.
- q) Commissioner Carlson said he also enjoyed the Awards Ceremony this year, congratulations to staff.
- r) Commissioner Carlson inquired about the status of field equipment in the facility. Manager Smith explained staff was developing a plan of replacement. Primarily with “prosumer” gear for field camera’s and “off-the-shelf” desktop editing solutions. Staff plans to slowly replace systems annually. A capital budget request for major system replacement has been submitted and pending approval by the City Council.
- s) Commissioner Craft welcomed Commissioner Taniguchi to the Cable Television Advisory Board.

- t) Commissioner Craft said he too enjoyed the Awards Ceremony and congratulated staff for another great job.
- u) Commissioner Craft wished everyone a happy Valentines Day.
- v) Commissioner Craft invited everyone to attend the presentation by Yolanda King, on February 22nd at the Cultural Arts Center.
- w) Commissioner Tsao welcomed Commissioner Taniguchi to the Cable Television Advisory Board.
- x) Commissioner Tsao said he too enjoyed the Awards Ceremony and congratulated staff for another great job.

8. ADJOURNMENT:

Commissioner Tsao adjourned the meeting to reconvene on Wednesday, March 10, 2004 at 7:00 p.m.

Respectfully submitted,

Michael D. Smith
Cable & Community Relations Manager