



MINUTES
K-23 ADVISORY COMMITTEE
Monday, September 26, 2011 – 6:00 p.m.
Keizer Civic Center

Chair Randy Boeger called the meeting to order at 6:08 p.m. by. Those in attendance were:

Present:

Randy Boeger, Chair
Charles Lewis, Vice Chair
Jason Heimerdinger, Chair
Rob Conahey (6:10)
Cindel Mikesell
Vicki Brammeier

One Position Vacant

Liaison

Cathy Clark, Council

Staff

Debbie Lockhart, Deputy City Recorder

Approval of Minutes ~ Jason Heimerdinger moved to approve the June 2011 meeting minutes. Charles Lewis seconded. Motion passed as follows: Boeger, Lewis, Heimerdinger, Brammeier and Mikesell in favor, Conahey absent at time of vote and one position vacant.

Appearance of Interested Citizens ~ None.

Review and Recommendation of Final K-23TV Policies and Procedures ~ Jason Heimerdinger moved to approve the K-23 Policies and Procedures Handbook. Cindell Mikesell seconded. Motion passed as follows: Boeger, Lewis, Heimerdinger, Brammeier and Mikesell in favor, Conahey absent at time of vote and one position vacant.

Volunteer Programming Submissions ~ Jason Heimerdinger reported that he has been busy getting students set up and getting Celtic News going again. He explained that the students have less time each day because they meet every day but for a shorter period of time so it is more difficult to complete large projects.

Other Business ~ Rob Conahey provided an update of CERT meetings reviewing dates, times and locations. He invited K-23 members to attend.

Councilor Clark reported that Council recently adopted changes to the membership of K-23 because the Assistant to the City Manager was staff liaison but his position has been eliminated. She explained that staff liaison for the committee for the City, Fire and Police will attend as needed and that Rod Conway would be the liaison from Fire.

Randy Boeger moved that the K-23 Advisory Committee assist the Keizer Points of Interest Committee in their Oral History project by funding their productions and bringing shows to completion, including filming and post-production. These shows would be the property of the City of Keizer, aired on K23, made available to the Keizer Heritage Foundation, and archived for future uses. Up to \$5000 from PEG funds will be used for this project, as indicated by costs developed by Rex Robertson and City staff. Rob Conahey seconded.

Chair Boeger explained that KPIC had indicated that they had people willing to be trained on recording, filming and interviewing but that help would be needed for the editing portion. If people could be found to assist, they could be paid for the final production. He indicated that he felt it might cost \$150 per program and volunteered to attend the next KPIC meeting. Committee members voiced support for this project, reviewed equipment that might be needed including a scanner for scanning photographs, a program to touch up scanned photos, and camera hard drives. Charles Lewis volunteered to teach a group proper interviewing techniques noting that it is critical that the interview is as close to right as possible so that editing costs can be kept to a minimum. Randy Boeger offered to train volunteers on how to shoot. Rob Conahey volunteered to help crew the production and be trained on editing and running the equipment.

Members also discussed volunteer recruitment and filming the history of the Fire District.

Motion passed as follows: Boeger, Lewis, Heimerdinger, Brammeier, Mikesell and Conahey in favor and one position vacant.

The following questions were decided upon to ask KPIC:

- How many shows are planned/hoped for?
- What format? (studio/home)
- How many people would want to be taught how to use the equipment and interview?
- How much preproduction are they willing to do? (pre-interview, take notes, organize the notes, remind the interviewee, sift through archival pictures)
- What home equipment is available through the committee?

Councilor Clark volunteered to invite Jason Cox with Keizer Times who has done the interviews to the KPIC meeting.

Adjournment ~ Meeting adjourned at 7:08 p.m.

Next Meeting

October 24, 2011, 6 p.m. – Civic Center Room A

Approved: 10-24-11