

AGENDA for August 13th 2026 CATV Board Meeting at 5:00 pm
The Solarium, 575 West Madison St. Waterloo, WI

1. Call to Order and Roll Call

2. Approval of Previously Unapproved Meeting Minutes from July 9th, 2026

3. Citizen Input

4. Manager's report: In Packet

5. New Business

- A. 2027 Budget (Informational)
- B. Equipment repair (Action)
- C. Wiener & Kraut Day (Informational and Discussion)
- D. Waterloo Business Association (Informational)
- E. Vision Statement review (Informational)

6. Unfinished Business

- A. Historical Society (Informational)
- B. Upcoming WLOO CATV Events (Informational) for the remainder of the year: Wiener and Kraut Day (September 13th), Spooktacular (October 24th), Winterfest (December 5th)

7. Future Agenda Items and Announcements

- A. 2027 Budget (Action)
- B. Legislative outreach

Next Meeting, Thursday September 10th, 2026 at 5:00 pm.

8. Adjournment Motion

Michelle Nightoak
WLOO CATV Station Manager

MINUTES for July 9th 2026 CATV Board Meeting at 5:00 pm
The Solarium, 575 West Madison St. Waterloo, WI

1. Call to Order and Roll Call- called to order at 5:09pm Kovacs, Cotting present, McKay absent

2. Approval of Previously Unapproved Meeting Minutes from June 11th – Cotting/Kovacs – unanimous/approved with no additions or corrections at 5:10pm

3. Citizen Input – appreciation for crew and the filming of the Water Tower dismantling; questions regarding when it will be uploaded

4. Manager's report: In Packet – no questions

5. New Business

A. Report by Manager Nighthoak on attendance at the Alliance for Community Media conference on June 22-25. (Informational) - multiple other stations are struggling with the same issues WLOO faces, however Waterloo has new opportunities for collaboration

B. 2027 Budget (Informational and Discussion) – Manager Nighthoak and Director Sparks will transition to handling the budget, prioritizing staffing at minimum at current levels and minimizing other costs where possible

C. Equipment needs (Informational) – a camera used for filming City Council and municipal meetings needs repair; Director Sparks investigated and is coordinating this

6. Unfinished Business

A. Drone Training and Licensing (Informational) – Director Sparks is continuing to investigate alternatives for being able to take drone footage

B. Upcoming WLOO CATV Events (Informational): Fill the Squad (August 11th) only event until next Board meeting

7. Future Agenda Items and Announcements

A. Invite to team meeting – Board members invited to attend the team meeting and visioning session on July 22nd

Next Meeting, Thursday August 13th, 2026 at 5:00 pm.

8. Adjournment Motion – Cotting/Kovacs – unanimous/adjourned at 6:29pm

Michelle Nighthoak
WLOO CATV Station Manager

WLOO CATV Monthly Manager's Report for mid-July to mid-August 2026

The City Treasurer's Monthly Report for June is the most recent available. There were very minimal expenses aside from staffing. The City Treasurer has left the City of Waterloo; there are interim measures for budgets and accounting in place. The line item changes for types of costs were completed before the Treasurer left, but this gap in staffing will postpone finalizing the draft 2027 budget and requested line item adjustments for previously incurred costs.

PROJECTS

- Project Reverb is nearly complete as is the SOP.
- The potential collaboration with the Waterloo Area Historical Society is still pending; Manager Nighthoak has attempted multiple times to contact someone without success. Assistance from Board Chair Cotting might be helpful.
- The archival project is still on hold due to personnel costs.
- Wiener & Kraut Day will be on September 13th. Manager Nighthoak has reserved a free booth and requested it be as close to City Hall as possible and include electricity for running a loop of videos. Director Sparks and Manager Nighthoak will be coordinating needed supplies and other details. Volunteers from the Board to assist in staffing the booth are welcome.

PRODUCTION

- Director Sparks became aware of the Special Finance, Insurance, and Personnel meeting on August 5th to discuss the City budget and she arranged for successful filming.
- Fill the Squad will occur on August 11th; no updates are possible for this packet of information but will be available at the Board meeting.
- The City Hall camera which had technical issues has been repaired. Director Sparks will arrange for pick-up and Manager Nighthoak will arrange for payment of the invoice.

OTHER

- The visioning session held on July 22nd was incredibly productive and resulted in multiple goals, ideas, and vision/purpose statements.