



North Liberty Telecommunications Commission

Meeting Agenda

Monday, June 6, 2016

6:00 p.m. Regular Session

City Council Chambers, 1 Quail Creek Circle

1. Call to order.
2. Roll call.
3. Public comment for items not on the agenda.
4. Cable provider updates.
5. Staff report.
6. Approval of minutes.
7. Department mission and values discussion.
8. Old business.
9. New business.
10. Next meeting date.
11. Adjourn.

Communications Department Report

Submitted to the North Liberty City Council
June 3, 2016 for the period of May 2016

Community Engagement Coordinator

Jillian Miller started on May 31, 2016 as our community engagement coordinator. Jillian comes to us from the Iowa City/Coralville Area Convention and Visitors Bureau where she served most recently as the director of special events. She lives in North Liberty with her husband, Rob, and daughter, Olivia. She's getting up to speed quickly, and we're excited to have her on board.

Communications Specialist

With the revamped Community Engagement Coordinator role, Stefan has taken over some new responsibilities, including scheduling the channel and connecting with programming providers. He has enthusiastically stepped up to the new responsibilities.

Blues & BBQ

Our 10th year is right around the corner on July 9. May was a month focused on pulling together details, with a great crew of community volunteers who should be recognized. A big thanks should go to Dave Moore as the committee co-chair as well as Brian Bergquist, Kevin Crall, Dean Colony, Katie Colony, Robbie Deckard, Christina Erbe, Deb Forbes, Erika Harper, Benjamin Jagers, Jean Keeley, Dawn Lyons, Erek Sittig, Mark Vande Haar, Megan Wichmann and Michelle Wolter. City staff have also been instrumental in making this happen: Jennie Garner, Guy Goldsmith, Tim Hamer, Stefan Juran and Adam Olsen.

We are still in need of volunteers before, during and after the event (it takes about 300 people). Sign up is at northlibertyblues.org/volunteer.

Highway 965 naming

The committee narrowed the list and met to discuss options, and is preparing a recommendation for the city council in June.

Other

We produced and submitted City Council meetings to the Iowa City government channel.

We met our goal for Instagram audience this month, surpassing 500.

Nick is participating in the Convention and Visitors Bureau's Partnership Advisory Committee, with his first quarterly meeting in May. Nick also represented the City of North Liberty at the Iowa Cultural Corridor Alliance's first member mixer, the Iowa City Area Chamber of Commerce's

North Liberty Roundtable and on a bike in the Bike/Bus/Car race for Think Bicycles' Bike to Work Week.

Social media

Month	Facebook new likes	Facebook impressions	Twitter new follows	Twitter impressions	Instagram new follows
May 2016	112	271,085	55	37,800	46 (508)
April 2016	122	281,624	30	24,500	43 (462)
March 2016	139	110,268	43	26,200	41 (419)

Website Statistics (Current month and preceding 12)

Month	Sessions	Users	Pageviews	Pages/Session	Avg. Session
May 2016	19,917	14,231	39,812	2.00	1:22
April 2016	16,898	12,044	36,230	2.14	1:38
March 2016	19,400	14,590	37,648	1.94	1:18
February 2016	13,444	9,722	29,899	2.22	1:40
January 2016	15,994	11,582	34,566	2.16	1:33
December 2015	14,596	10,984	28,898	1.98	1:19
November 2015	14,280	10,477	29,299	2.05	1:23
October 2015	15,120	10,934	29,983	1.98	1:20
September 2015	14,061	10,142	28,736	2.04	1:21
August 2015	18,093	12,578	35,835	1.98	1:26
July 2015	22,441	15,475	44,453	1.98	1:26
June 2015	26,585	18,030	52,367	1.97	1:26
May 2015	18,917	13,302	39,685	2.10	1:34

Completed Shoots

Title	Requested By	Date Shot	Duration
Telecommunications Commission	City Administration	May 2	0:25
Planning and Zoning Commission	City Administration	May 3	0:43
Parks and Recreation Commission	City Administration	May 5	0:42
City Council	City Administration	May 10	2:43
Soil Quality Restoration Field Day	City Administration	May 14	0:01
Library Board of Trustees	City Administration	May 16	1:20
CU: Goats on the Go	Communications	May 18	0:02
CU: Adam Olson and CIT	Communications	May 23	0:04
City Council	City Administration	May 24	1:15
Severe Weather Training	Human Resources	May 25	0:35
Blues & BBQ ad	Communications	May 25	0:01
Total shoots: 11	Duration of new video: 7.85 hours		



North Liberty Telecommunications Commission

Meeting Minutes

Monday, May 2, 2016

6:00 p.m. Regular Session

City Council Chambers, 1 Quail Creek Circle

1. Call to order.

At 6 p.m. Hoffman called the meeting to order.

2. Roll call.

Present were commissioners Hoffman, Osterhaus, Wells and Arnold. Also present: Nick Bergus, Stefan Juran and Chris Hoffman.

3. Public comment for items not on the agenda.

There was none.

4. Mediacom update.

No Mediacom representative was present.

5. South Slope update.

No South Slope representative was present. The commission discussed South Slope's written reply to questions about letters sent to customers concerning a rate increase.

6. Telecommunications staff report.

Bergus updated the commission on department staffing, broadcast server, Blues & BBQ, projects, and community events. Commissioner Wells asked about functionality of the new broadcast server, and Bergus offered additional details.

7. Telecommunications Commission mission and purpose discussion.

The commission discussed the future of the commission's mission and purpose. The commission discussed the need to consider renaming the commission, such as "Community Engagement Commission".

8. Approval of minutes.

Arnold moved, Osterhaus seconded, to approve the minutes with all voting in favor.

9. Old business.

There was none.

10. New business.

Commissioner Osterhaus's term ends on June 30.

11. Next meeting date.

The next meeting was scheduled for June 6 at 6 p.m. at the City Council Chambers

12. Adjourn.

Osterhaus moved, Arnold seconded, to adjourn the meeting at 6:25 with all voting in favor.