

Des Moines River Valley Tele-Media

Administrative Advisory Committee Meeting
Wednesday, May 20, 1998
Paradise Alley Restaurant, Heron Lake, MN
12:00 Noon

Minutes

DMRVTM Members Present:

Greg East	Sioux Valley - Round Lake - Brewster
Luther Heller	Springfield
Dick Orcutt	Windom
Steve McCormick	Heron Lake/Okabena
Gery Arndt	Jackson County Central
Richard Gulbranson	Red Rock Central
Dave Gehrke	Mountain Lake

Others Present:

Rod Wrege	SWTC Director
Jerry Parker	SWTC Program Support Specialist

1.0 Call to Order

The meeting was called to order by Chairperson Luther Heller.

2.0 There were no opening remarks

3.0 Adopt Agenda

Motion made by Gery Arndt, second by Dick Gulbranson, to approve the DMRVTM AAC Agenda. Motion carried.

4.0 Review and Approval of Minutes from February 18, 1998 Meeting

Motion by Dick Orcutt, second by Dick Gulbranson, to approve the February 18, 1998 DMRVTM Administrative Advisory Committee Minutes. Motion carried.

5.0 DMRVTM Operations

5.1 Operating Budget and Claims of Account

Rod Wrege presented the operating budget and claims of account.

Motion by Dick Gulbranson, second by Dave Gehrke, to approve the financial reports and claims of account presented to the DMRVTM Administrative Advisory Committee. Motion carried.

5.2 1998-99 K-12 Class Schedule

Jerry Parker reported on the progress of 98-99 K-12 class scheduling.

- 5.3 1998-99 Evening Class Schedule
The fall evening class schedule has not been printed. The classes offered will be General Ed. classes.
- 5.4 Video Network Report
The Video Technicians will be working on a maintenance schedule for summer which will be mailed to each school. Each studio will be tested for proper operation at the beginning of summer and again before school starts.
- 5.5 Data Network Report
The network usage is continuously increasing. Rod has ordered additional circuits for the Internet from Means, which they have not been able to provide. Rod will be meeting with Means to get the bandwidth we need.
Jerry Jones will be doing a router upgrade in each school district this summer.
- 5.6 Legislative/METC Report
Most of the e-rate applications have been returned. The possibility of receiving e-rate funds does not look good. Rod has submitted a request for TAG funds to increase bandwidth for schools.
- 5.7 FY 1998 ITV Levy Fund Balance
Rod informed the committee of their ITV levy fund balance amounts.
This amount will be sent to the districts if they write a letter on their letterhead requesting SWTC to refund their available balance for academic technology in their building.
- 5.8 FY 1998-99 Preliminary Operating Budget
Motion by Dick Gulbranson, second by Dick Orcutt, to approve the FY 1998-99 Preliminary Operating Budget. Motion carried.
- 5.9 Election of Officers
Dick Orcutt nominated Dave Gehrke for Chairman. Motion by Dick Gulbranson, second by Dick Orcutt, to close nominations. Motion carried. Dave Gehrke is the new Chairman.
Dick Orcutt nominated Steve McCormick for Vice Chairman. Motion by Dick Gulbranson, second by Dick Orcutt, to close nominations. Motion carried. Steve McCormick is the new Vice Chairman.
- 5.10 DMRVTM Future Considerations
One big screen TV in the SWTC Studio quit working. The repair estimate is \$600.00. Motion was made by Dick Orcutt, second by Dick Gulbranson, not to repair the big screen TV. Motion carried.

DMRVTM needs to consider the future direction of system, and whether or not we want to dissolve the joint powers agreement. Dick Gulbranson recommended that a committee be established at the DMRVTM Board meeting scheduled for June 2, 1998 to study future considerations for DMRVTM. The superintendents agreed to this recommendation by consensus.

6.0 Southwest Telecommunication Cooperative

6.1 SWTC Update

Rod has hired Timothy Hansen as the new ITV technician. The ITV charge-back formula has been changed. The charge-back formula will use the average teacher salary according to the state-wide profiles, divided by a seven period day and based on eight students.

There has been some consideration of SWTC braking away from the Southwest/West Central Service Cooperative and forming its own joint powers agreement. Rod and Bruce Haug are evaluating the pros and cons. Rod does not foresee a change.

7.0 There were no other items.

8.0 Miscellaneous

8.1 The next DMRVTM AAC meeting will be set at a later date.

8.2 The next DMRVTM Board of Directors Meeting will be Tuesday June 2, 1998, at the HiLo Club in Lakefield. Dinner will start at 6:00 PM followed by the meeting at 6:30.

9.0 Adjourn

Motion by Greg East, second by Dick Gulbranson, to adjourn the meeting. Meeting adjourned.

Respectfully submitted,
Jerry Parker, Program Support Specialist