

City of Lake Geneva
Communication Committee Meeting Minutes
August 17, 2010

Meeting was called to order by Chair Fesenmaier at approximately 6:05 p.m.

Members present: Chair Alderman Mary Jo Fesenmaier, Dan Harvey, Sarah Hill, Gary Milliette

Members absent: Jeff Miskie

Others present: none

Minutes from June 15, 2010, meeting approved unanimously on a motion by Hill, second by Milliette.

Public Input:

None

Correspondence:

None

Agenda Items:

1. Cable television

Motion by Harvey, second by Hill, to forward the cable television ordinance to the City Council for adoption. Ordinance needs review by City Attorney. Unanimously carried.

All seems well with cable television reception. No concerns received from the public.

2. City Website

Work session notes from July 19 were forwarded to staff. Members had hoped that at the July work session changes could have been made immediately to the site via administration privileges or via Jeff Miskie. Committee members do not have access now to the administration section of the website. Fesenmaier shared the City of Lake Geneva Park descriptions that can be included on the website. The list was also given to the Board of Park Commissioners at their August meeting.

Members received a website report (May through July 2010) regarding pages viewed by users. Report needs to be further analyzed and a more detailed report selected to make needed changes to the site.

Committee suggests that the phone message for the main telephone number at City Hall be changed so that the reference to the website (for general information AND phone extensions) is heard at the beginning rather than the very end. Committee also asks for tracking information from the telephone system regarding questions/information requested from the public. This information can be used to make changes in the format to the website.

Chair Fesenmaier will ask the Personnel Committee to review and/or make recommendations regarding staff responsible for keeping the website updated.

3. Proposals for facilities and equipment needs

Committee suggests including money in the 2011 budget for modifications to the video room and also for WIFI at City Hall and other locations such as the Library, Riviera, and the Chamber of Commerce building. The Library's Internet will be upgraded in the future due to DPI grant money according to Milliette.

4. Print communications for public

Discussion centered around a city newsletter to be posted on the website or press releases/articles (similar to those published by Walworth County Executive Dave Breitl) that give further information to our community. Articles can be kept on file and regenerated in the future.

Next scheduled meeting: October 19, 2010

Motion by Harvey, second by Hill, to adjourn at 6:30 p.m. Approved unanimously.

Respectfully submitted,
Mary Jo Fesenmaier
Alderman Dist. 2

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