

**Riverside TV Commission  
Regular Meeting**

*July 11, 2022*

7:00 PM

**Room 4, Riverside Township Hall  
27 Riverside Road, Riverside, IL 60546**

**1. Call to Order**

Chair Hughes called the meeting to order at 7:02 PM.

**2. Roll Call**

*Commissioners Present:* Chair Colin Hughes; Commissioners Karina Turner Koncius and Thomas Orgler

*Commissioners Absent:* Commissioner Eric Sundstrom and Mark Yurkiw

*Also Present:* Production Supervisor Joe Doria and Technical Director Lorenzo P Cordova

**3. Approval of the following Minutes:**

**A. June 13, 2022 Regular Meeting**

Commissioner Koncius reminded the Commission that she was not present at the TV Commission meeting in June, and as a result, she did not feel that she could cast a vote to approve the minutes from that meeting. As only two other members of the Commission were present, Chair Hughes opted to table the motion to approve the minutes of the June meeting until the Commission's next meeting.

**4. Old Business**

- **Technical Director Report** — Director Cordova issued a detailed report to the Commission of all productions completed and videos published since the June 13 TV Commission meeting.

Cordova highlighted the production of the Village of Riverside's Independence Day parade. He stated that crew member and de facto broadcast engineer Zach Cameron took the lead role in planning the production, which proceeded without involvement of the Lyons Township Television (LTTV) production truck. Cordova also informed the Commission of equipment purchased for the video coverage, and he stated that the production went forward without any major technical issues. He concluded by stating that he feels confident that Riverside TV can handle video coverage of the parade without the LTTV truck in future years.

Cordova also informed the Commission of two projects that are in the editing stage — the video recap of the 2022 Riverside Concert in the Park as well as the Riverside Township Mental Health Board's *The Mental Health Implications of Caregiving, Part II*. New crew member Zaria Townes is taking the lead on the edit of Riverside Concert in the Park, and the first draft of *The Mental Health Implications of Caregiving, Part II* is pending approval from

representatives of the Riverside Township Mental Health Board and the Riverside Community Resource Center.

Cordova also mentioned previously recorded videos that have been shelved — a video recap of 2019's Riverside Township Lions Club Hot Air Balloon Affair, footage from 2017 of homes in Riverside Lawn, and a video recording of 2018's "The Mafia in the Western Suburbs" lecture, which was sponsored by the Frederick Law Olmsted Society of Riverside. He stated that, unless any Commissioners or Supervisor Doria objected, he would be considering these items permanently shelved and would no longer include them in his typed report to the Commission.

Commissioner Koncius asked why the LTTV truck was not present at the Independence Day parade. Doria replied by stating that Lyons Township High School Supervisor of Television Services Bill Allan informed him of several mechanical issues with the truck as well as of several issues with the truck's onboard video production hardware. Allan informed Doria that these issues would be exacerbated by a warm day, which is typical for Riverside's Independence Day parade.

Koncius followed up by asking if LTTV no longer wishes to associate with Riverside TV in future years. Doria responded by stating that Allan's decision to not offer the LTTV truck for the parade came down to Allan not trusting that the truck would work well given its aforementioned issues.

Chair Hughes stated that a possible replacement for the current LTTV truck will be a topic of discussion at an upcoming meeting of the West Central Cable Agency (WCCA). Hughes and Doria stated that a replacement for the current truck would cost between \$300,000 to 350,000 and that LTTV is seeking to have the costs offset by the WCCA.

Doria followed up by stating that Riverside TV only uses the truck once a year and that booking the truck must be done far in advance. He concluded by saying that he and the crew were satisfied with how the Independence Day parade production proceeded without the truck.

Cordova informed the Commission that Riverside TV has amassed enough production equipment to be able to take on different types of productions, including offsite productions which may have previously necessitated the use of a production truck. He also stated a preference for having to only work around the schedule of only Riverside TV's crew. Requesting the LTTV truck would also require Riverside TV to work around the schedule of LTTV's crew.

Hughes stated other WCCA member communities, such as La Grange and La Grange Park, have intergovernmental agreements with LTTV to have their village board meetings and other events recorded by the LTTV truck. Hughes continued by saying that he would be happy to offer Riverside TV's services to those communities if the LTTV truck was no longer operational

and if the meeting schedules of those communities allowed for Riverside TV to record those meetings.

Cordova reminded the Commission that the audiovisual and media company known as Key Code Media was hired by the WCCA to work with the WCCA's member communities to assess their production equipment needs. One of Key Code Media's directives from the WCCA was to establish a list of equipment that all WCCA member communities could use and possibly share. Cordova continued by stating that Riverside TV's production equipment was reasonably affordable and that other communities might benefit from purchasing the same equipment to record their meetings.

Hughes informed the Commission that Key Code Media would be issuing a follow-up report to the WCCA at their upcoming meeting.

- ***Production Supervisor Update*** — Supervisor Doria began his report by mentioning the scaled-down 2022 Riverside Arts Weekend event, which Riverside TV recorded. He stated that he was happy to have an event recorded for this year and that he hopes next year's Riverside Arts Weekend will feature the return of more artists.

Doria continued by informing the Commission that he sent only two crew members to record the 2022 Riverside Concert in the Park. His reasoning behind only sending two crew members, as opposed to a larger number, was to conserve funds in the labor budget.

Doria also informed the Commission about Riverside TV's rental of a wireless camera system from Magnanimous Media for the video coverage of the Independence Day parade.

In addition, Doria informed the Commission about Riverside TV's purchase of a video hi-hat, which was affixed to one of his own ten-foot ladders, for the purpose of capturing a high-angle wide shot during the parade. Doria complimented crew member Delilah Luna del Castillo for monitoring and operating the camera atop the hi-hat.

Doria also complimented Chair Hughes for being present at the parade, assisting the crew, and wrangling people for the parade's on-camera announcers, Jacob Palka and JoAnne Kosey, to interview.

Doria informed the Commission that the parade featured less participants than usual and was only about thirty minutes in length, which is shorter than typical for the parade.

Lastly, on the topic of the parade, Doria once again complimented crew member Zach Cameron for being the person who took the lead on organizing the production equipment for and directing the production. Doria also expressed his thanks to the Parks and Recreation Department for allowing Riverside TV to use an office in the Riverside Water Tower as a production control room.

Doria continued by giving the Commission a recap of the production of the Memories of Riverside video featuring longtime resident Judy Jisa. The video was recorded just prior to the TV Commission's meeting. Crew members Jason Valley and Michael DeLeonardis served as the production crew for the video.

Doria concluded his report by informing the Commission about equipment he purchased for Riverside TV since the Commission's previous meeting. Some of the purchased equipment included: cables and other supplies for the Independence Day parade production, three Canon XF605 cameras for meeting productions, and accessories for those cameras. Accessories for the cameras included: storage bags, zoom and focus controllers, adapters, batteries, and battery chargers.

- **RTV Billing Structure — Draft Update** — Chair Hughes asked if the Commission's latest revised draft of the RTV Billing Structure went before Village Board of Trustees. Doria replied that the draft went before the Board and was approved.
- **Hauser Jr. High Communications Project Update** — Commissioner Koncius stated that the videos will be forthcoming. She informed the Commission that she is verifying that all students who appeared on camera have their parents' approval to indeed appear.

Karina asked Director Cordova if the use of music from the royalty-free music service known as Bensound would be an issue. Cordova responded that he had heard of Bensound in the past and that he did not believe the use of this service's music would be an issue. Koncius stated that she would include the links to the music tracks used by the students.

Koncius followed up by asking Supervisor Doria and Cordova where they would prefer her students procure music for this project if it is to continue in the future. Chair Hughes asked if the students could use tracks from Artlist, which is the royalty-free music service used by Riverside TV. Doria replied by saying that he did not see a problem with this. Cordova replied by saying that the students could use the service by picking music tracks for their projects and then sending the links to tracks they wish to use to him or someone with access to the Artlist account. The person with access to the account would then download the tracks for the students.

Koncius stated that, with the Commission's approval, she would like for the students in her third trimester class in 2023 to produce more videos for Riverside TV.

Koncius asked Cordova for a delivery method for the videos. Cordova replied that Koncius could send all the videos to Riverside TV's Google account, which is riversidenet6@gmail.com. After the videos are received, Cordova stated that he and Doria will screen the videos one more time prior to publishing them on Riverside TV's platforms.

Koncius gave the Commission a brief rundown of some of the content that her students produced as part of this project. One of the projects is titled “A Riversider You Should Know,” and for this project, her students interviewed noteworthy Riversiders, such as Pat Leone from La Barra, Village Trustee Cristin Evans, and Village Forester Mike Collins. Another project is titled “My Riverside,” and this project consists of video collages highlighting aspects of Riverside that are special to the student producer(s).

Chair Hughes asked if these videos would be published on Riverside TV’s YouTube channel. Doria and Cordova replied affirmatively to this. Cordova suggested that these videos be packaged as a reel or program for Riverside TV’s television platforms. He reminded the Commission of *My Riverside TV*, a program consisting of content submitted to Riverside TV by residents of the Village of Riverside. For that program, crew member and de facto creative director Jason Valley created an opening sequence and a closing sequence so that the resident-submitted videos could air on Riverside TV as a content block rather than as random standalone videos.

- ***Continue Memories of Riverside Season 2 Subject Discussion*** — Chair Hughes informed the Commission that the first episode of the upcoming season was recorded earlier that day.

Hughes further informed the Commission that he is working on getting in contact with Riverside resident Dana Rettke, who was previously discussed as a possible interview subject for the series.

Commissioner Orgler debriefed the Commission about the process of organizing the interview with Riverside resident Judy Jisa. At the beginning of July, Orgler had a meeting with Jisa to discuss interview topics and to go over family heirlooms which she would like to feature on video. Orgler elaborated on some of the noteworthy artifacts in Jisa’s possession. Some of these included original correspondence regarding and blueprints for the clock sitting atop Riverside Township Hall. Jisa’s family donated the aforementioned clock.

Among other topics Orgler and Jisa discussed were her family history, what it was like growing up in Riverside, and owning a business.

Orgler complimented crew members Michael DeLeonards and Jason Valley for their professionalism during the recording of the interview.

Hughes mentioned to the Commission that Riverside TV has footage of the inside of the clock on top of Riverside Township Hall and that this footage was previously used in an episode of the *Riverside Minutes* series.

Supervisor Doria thanked Orgler for this work in arranging the interview with Jisa.

Orgler asked if the Commission was still considering featuring Riverside resident Tom McCloskey on a future episode. Hughes stated that, while working as an election judge, he saw McCloskey and briefly presented the idea of appearing on *Memories of Riverside* to him. McCloskey told Hughes that he would think about it. Commissioner Koncius stated that she could provide Hughes with contact information for McCloskey.

## 5. New Business:

- **Programming**
  - *Saturday Morning Programming — Update* — Commissioner Yurkiw was not present at the meeting, so this item was not discussed.
  - *RTV Weekend Movies* — Commissioner Yurkiw was not present at the meeting, so this item was not discussed.
- **Future West Central Cable Agency Update** — Before the meeting concluded, Chair Hughes stated that he plans to have updates regarding the WCCA at the Commission's next meeting.

## 6. Next Meeting: Monday, August 08, 2022 at 7:00 PM — Township Hall Room 4

## 7. Adjournment

Motion: Orgler  
Second: Koncius  
All were in favor.  
The motion carried.

The meeting adjourned at 7:41 PM.

Minutes recorded and respectfully submitted by:  
Lorenzo P Cordova