



Granite Town Media
Advisory Committee
Meeting Minutes
22 May 2014

Present: Dave Alcox, Kevin Drew, Kevin Federico, Tim Finan, Andrew Jeffery, Mike McInerney, Tom Schmidt

Absent: Rosie Deloge, Joe Kasper,

Guests:

Call to Order:

Meeting called to order 6:08 PM

Minutes

Minutes approved.

Old business

Mike's BoS departmental update went well. GTM has been in existence for a decade. He presented a short history and a compendium of recently covered GTM events. Town web site has been well received; he showed live view of access statistics.

Videographer T-shirts have arrived and will be distributed shortly.

Pumpkin festival video compilation is not yet complete.

Ambulance building time lapse video is still available on Vimeo. Mike will compile multiple weekly uploads into a single video and archive it.

WWII memorial park ceremony planning is coming along nicely, rededication ceremony is scheduled for September.

Live streaming of Government and Education channels is still inoperative. Each channel requires a dedicated computer and each computer a special video card. The video cards are on order but have not yet arrived.

PDF reader added to web site. This allows folks accessing the site to view PDF documents, even if they do not have the reader installed on their computer. If desired documents may be downloaded.

New Business

Ethan is the new videographer, replacing graduating Niko.

School Board meetings being broadcast live. This requires videographer to reconfigure equipment located at the school. Mike is investigating a method to simplify transferring source, much like what is in place to automatically switch live video feed when events are covered at Town Hall.

Video card in Tricaster used in the BoS room failed again, videographers used backup system to cover BoS room meetings until system repaired. Card has been replaced at no cost but two failures during warranty are troubling.

Spring sports coverage has begun. GTM has covered half a dozen games so far, somewhat fewer than expected due to frequent rain.

There is an audio feed problem for events that originate at the BoS room. Mike is investigating.

Several PSAs are in production: Distracted driving and drug awareness.

BoS asked Mike to put together a televised meeting best practices document. This includes formally beginning and ending each meeting, introducing board/committee members at beginning of meeting, switching to non-public session and recognizing guests and audience members prior to be given the floor. Mike and Andrew will create the document.

Discussed expanding town event calendar to include community events. Concern was expressed it may be confusing mixing scheduled meeting with other events, including the library which maintains its own calendar. Mike will investigate options.

Works session at the Ambulance building meeting room scheduled for June 12th to work on Public Channel Policy and Procedure manual

Upcoming Meeting:

26 June 2014 6 PM Ambulance building meeting room

Adjourn:

Meeting adjourned 7:15 PM

Respectfully submitted: Tom Schmidt