



Granite Town Media

Advisory Committee

Meeting Minutes

22 October 2015

Present: Dave Alcox, Kevin Drew, Kevin Federico, Don Jalbert, Joe Kasper, Mike McInerney, Tom Schmidt

Absent: Tim Finan

Guests:

Call to Order:

Meeting called to order 7:00 PM

Minutes

Minutes approved.

Quality Control

- Cable PEG channels, EZStream, Oval Web cam and online TV schedule have been stable. Mike checks at least twice a day. Need Comcast to install wiring in Mike's new office so he is able to monitor the three PEG channels in real time.

GTM Facebook Page

- Tim set up and will manage the GTM Facebook page.

Web Site

- Tom requested Mike provide web site stats for the next meeting.
- Oval Web cam has been a big hit; daily average is around 50 per day. Camera went down during the Pumpkin Festival. A large pumpkin with a cooling fan was placed in the window behind the camera disrupting the Wi-Fi connection and the Access Point Ethernet cable was accidentally disconnected. New Apple O/S update does not work correctly with the Drop Cam app, developers are aware of the issue and working to correct. Talked about putting web cam as a picture in picture on the bulletin board, still a work in process.

Equipment Upgrades

- 5 ATC cameras and accessories, cost \$11,700. Cost split 50/50 between the ATC and GTM. GTM share paid out of Comcast GTM capital revolving fund. Cameras arrived just in time to film the Pumpkin Festival.
- Mobile Camera Kit – Scheduled to arrive Oct 27th. Delays at AccessA/V due to scheduling conflict.
- Auditorium rear speakers – Mike is going to rent to see if they enhance acoustics.

- New Meeting room furniture – had planned to use tables already at Town Hall Auditorium. Problem for single person moving them in the elevator. May be more cost effective to purchase a couple of tables.
- Comcast fiber optic link between town hall and high school – In addition to the fiber used to upload Government PEG channel programs that originate at Town Hall there are unused fibers that we should be able to use to extend the Town Hall LAN to GTM equipment at the high school. This will provide much better remote access, reducing Mike’s work load and eliminating the need for a caching server.

Work Item Status

- Policy and Procedure Manual complete, waiting on Mike to complete technical submission requirements. He is having difficulty making formatting match the rest of the document.
- GTM equipment block diagram pending delivery from technical support folks.
- Water & Sewer Commissioners meeting coverage - waiting on delivery of mobile camera kit. First meeting will be early November.
- AccessA/V will review overall Town Hall installation and make recommendations for corrective action on Oct 30th.
- Multiple meetings Nov 14th Mike needs to rent additional audio equipment.
- School web site GTM link disappeared – Don is working to get it updated.

Video Projects

- New ATC cameras were used to film Pumpkin Festival.
- Running three PSAs: heroin, back to school safety and Vapor smokeless tobacco.
- Halloween safety PSA – work in process.
- Tom asked if issuing GTM shirts to students would be appropriate, both to promote GTM and as a student perk, under advisement.
- Ambulance recruitment PSA. Ambulance staff using GoPro cameras to create footage.
- Making the PSAs more accessible on the web site. Still a work in process.
- Bad Decisions PSA – Mike wants to follow up to make sure it does not leave the impression these are the personal actions of the actors.
- Bubble Soccer event covered.
- Mike is working with middle School to produce GTM content.
- 44 work days in Sept/Oct, GTM covered 60 events between sports and meetings.
- Post production work at the high school has turned out to be much more time consuming than it should be. Students are using Final Cut Pro 10, problem is exporting programs in suitable broadcast and streaming format.

Upcoming Meeting:

Tentative Dec 10 2015 7 PM new Town Hall meeting room

Adjourn:

Meeting adjourned 7:43 PM

Respectfully submitted: Tom Schmidt