

## **GATCom regular meeting** (Government Access Television Access Commission)

Minutes for 10/25/16

Present: Aldon Hynes, Allan DeYoung, Mary Hill, Nancy Polk (at 7:23pm)

Also: Pua Ford (coordinator & clerk)

Excused: Theresa Bahner

*This meeting was not video-recorded.*

1. Call to Order: Hynes called the meeting to order at 7:19 p.m. in the Main Meeting Room of Town Hall.

2. Approve Minutes

DeYoung moved to approve the September 27, 2016 minutes as presented. Polk seconded.

*Vote to approve: Hynes, DeYoung, Polk*

*Abstain: Hill*

***Motion passed.***

Hynes pointed out that the August minutes had been tabled at the September meeting.

Hill moved approval of the August 23, 2016 minutes. Polk seconded

*Vote to approve: Polk, Hill*

*Abstain: Hynes, DeYoung*

***Motion passed.***

3. Receive Coordinator Reports

a. *Feedback on streaming:* Four meetings last week should have been streamed. On one occasion, a Windows update shut down the laptop and the stream. No one present reported watching those meetings or listening for the audio. Although a newsflash with the link to the stream was sent out for all four meetings, there was not log of anyone in town having watched.

There has been no opportunity to attempt streaming live to Facebook or YouTube.

Tech support at Discover Video offered a couple of tips for resolving the audio problems. Two special meetings posted for 10/26 provide opportunities to test.

No number for renewal of the service has been sent yet.

b. *Robotic camera project:* The RFP has yet to be written. If it includes an updated TriCaster, the newer models offer a menu of common streaming sites, so that the signal is automatically configured to that service; problem solved.

4. Business

a. *Draft budget for FY18:* At the 10/20 Board of Finance meeting, it was suggested that departments should submit zero-growth budgets. Theoretically the FY17 budget numbers should suffice, unless there are another large number of special meetings again. Any possible wage adjustments from union negotiations wouldn't be known until later.

During item 4.b., Hill said she would not be able to attend the 11/22 meeting. The only pressing business would be approving a budget submission.

Polk moved to approve the basic budget numbers in principle, as presented. Hill seconded.

*Vote to approve unanimous.*

***Motion approved.***

b. *November 2016 and 2017 meeting dates:* The next meeting date is Tuesday before Thanksgiving. The following Tuesday in November is the first capital budgets meeting. The December meeting date (12/13/16) is set in case it is needed (*see item 4.a*).

For 2017, Ford found no conflicting holidays for fourth Tuesdays, but there was no action to approve those dates. (*See attached*) All dates will be set, even if the commission decides to cancel a meeting later.

5. Adjournment: Hill moved to adjourn at 7:41 p.m.; DeYoung seconded the motion.

***Motion approved unanimously; meeting adjourned.***

Respectfully submitted,  
Pua Ford

**Next scheduled meeting: Tuesday, November 22 at 7:15pm**  
Approval of 2017 meeting dates due by January 31, 2017

**DRAFT 2017 Govt. Access TV Commission meetings – 7:15pm in Town Hall**

Tuesday, January 24, 2017

Tuesday, February 28

Tuesday, March 28

Tuesday, April 25

Tuesday, May 23

Tuesday, June 27

Tuesday, July 25

Tuesday, August 22 (8/29 also possible)

**Tuesday, September 26**

Tuesday, October 24

Tuesday, November 28 (after Thanksgiving)

**Tuesday, December 12** (if needed, to approve 2018-19 operating budget proposal)

Tuesday, January 23, 2018 (1/30 also possible)

<http://www.when-is.com/jewish-holidays.asp> also has Christian, Muslim, Hindu, Buddhist & American holidays for a dozen years into the future.

*Passover..... Mon. 4/10 sunset to 4/18*

*Rosh HaShanah..... Wed. 9/20 sunset to 9/22*

*Yom Kippur..... Fri. 9/29 sunset to 9/30*

*Easter Sunday ..... 4/16*

*Palm Sunday ..... 4/09*

*Ramadan ..... Fri. 5/26 sunset to 6/25 (Eid al-Fitr).*

*Eid al-Adha ..... Thur. 9/02 sunset (before Labor Day weekend)*