

GATCom regular meeting

(Government Access Television Access Commission)

Minutes for May 25, 2021

This meeting was held by teleconference. YouTube recording will be posted at the [wgatv79](#) channel and included in the [Other Boards and Commissions playlist](#).

Present: Theresa Bahner, Mary Hill, Aldon Hynes, Matt Schwartz

Also present: Pua Ford (coordinator & clerk)

1. **Call to Order** – Bahner called the meeting to order at 7:36 pm.

2. Approve March 23, 2021 minutes

Motion to approve the minutes for March 23, 2021 (Schwartz/Hynes).

Discussion: none.

Vote to approve unanimous

Motion approved.

3. **Coordinator Reports:** Ford described work on the Center Gym audio project since the written report. The work by Valley Communications Systems is excellent so far. Final installation of back-ordered components and training is expected to happen on June 7.

The continuation of the Annual Town Meeting will be recorded, but livestreaming is not planned. Key personnel and equipment are not in place, although it would be possible.

4. Business

a. Recommendations for year-end purchases

Any personnel costs over budget could be covered by the remainder of last year's CAC grant; half of the budgeted personnel costs were already included in the grant application. The remainder of Technical Supplies (with possible supplement from remainder of grant) can cover some small equipment. The Town Hall meeting room remote camera & audio systems should be tuned up before in-person meetings resume.

b. Cable Advisory Council grant application.

Since brainstorming in March, Ford has purchased the 2021 edition of Adobe Premiere Elements, but problems with the department desktop computer persist. BlackMagic ran a full-page ad for their free DaVinci Resolve software, emphasizing color correction. Ford mainly needs video editing software to improve the audio.

TelVue is advertising SmartCaptioning as a new service. Closed captions for the TV programs can be generated without any more TelVue equipment than we have. Ford is still working thru a recorded presentation; there is a one-time \$2,000 license purchase and minimal \$1,500 for every 100 hours of programming to be captioned. The latter can be carried over to following year. There might be another cost for use of their Connect service, which we use for borrowing programs from other stations and as an FTP site for transferring programs from home.

Ford has a year-old estimate from Radiant Communications for better transmission equipment. She had asked the Altice representative to CAC whether Altice engineers could help in installation if we purchased the equipment, but has not heard a response.

Live programs from Center Gym have been a long-term goal of this commission. An ethernet (hardwire) connection there is needed, but no one seems to know the network architecture in that building. So, it is impossible to write that into a grant application.

c. *Personnel recruitment:* Those present discussed personnel recruitment, and how to use indeed.com.

5. *Motion to adjourn at 8:12pm (Hill/Bahner)*
Approval unanimous; meeting adjourned.

Respectfully submitted,
Pua Ford

Next scheduled meetings:

Tuesday, June 22

Tuesday, July 27

Tuesday, August 24

Tuesday, September 28

Tuesday, October 26

Tuesday, November 23

Tuesday, **December 4** (*if needed, to approve 2022-23 operating budget proposal*)

Tuesday January 25, 2022