

FairTV – Monthly Meeting Agenda

Town Hall April 20, 2016

Meeting Minutes

The FairTV meeting was called to order by Commissioner Jameson at 7:00 PM.

Commissioners in attendance: Minsky; Jameson; Braun, Strelzer (7:25pm) and Quinn

Absent: None

Commissioner Jameson moved to enter Executive Session; Commissioner Quinn seconded. Motion passed 4-0. Executive Session then adjourned at 7:30pm

PLEDGE OF ALLEGIANCE

Meeting opened at 7:31PM

MEETING MINUTES

The March 2016 minutes were approved by the Commission 5-0 (Commissioner Strelzer moved; Commissioner Braun seconded)

PRODUCTION MANAGER'S REPORT

Commissioner Strelzer moved to have the PM report addressed first due to scheduling conflict of Mr. Speno; Commissioner Quinn Seconded. Motion passed 5-0. Mr. Speno gave his report. Mr. Speno provided a copy of his April report (4/16). The balance was stated to total \$20,787.13. Then Mr. Speno addressed FairTV operations. He indicated that a Tricaster 350 required an update to a solid state hard drive at the expense of approximately \$500. He indicated to the Commission that Mr. Syed would perform the procedure to upgrade the machine. The Commission will purchase the needed part for upgrade. Mr. Speno then addressed the need to replace the FairTV laptop as both the screen and the power source were broken. The Commission suggested that the item be replaced instead of repaired; the issue would be addressed later in meeting. Mr. Speno then indicated that he would continue to inventory all of the FairTV equipment and provide the Commission with cost figures to replace any needed items such as the computer tower.

Discussion then moved to the issue of posting the daily schedule on the website. Mr. Speno indicated that the email address is on the town webpage. He also indicated that a program such as Q-Send would provide an IP address that would open programs. The issue of the potential library server was then

addressed. This issue is becoming a high priority due to its potential use as a content resource. The server would come in at a cost between \$10K-12K. An issue that the Commission will need to address is whether the server should contain all archived programs.

The issue of invoicing was then discussed. There is an issue as to which accounts grant vs town should funds be utilized from. Question as to whether the balance should be drawn from the grant account (which carries over to the following year). Last munis check had about \$10k in each account.

There are two new interns from SHU starting with FairTV. One intern has a potential work visa issue which is being looked into. The interns will work together and will share the fee (approximately 60 hours total)

The TPZ coverage issue was then addressed. Based on the fact that the room assignment changed Mr. Speno was required to hire a person to use a second camera which was an extra expense.

CHAIRMAN'S REPORT

Commissioner Jameson indicated that he attended the last budget meeting; There were few questions in total and was asked about the need for the increase. The RTM will vote on issue in early May. He then indicated that he was beginning to draft the strategic plan at this time; he indicated he hoped it would include a better plan for the allocation of FairTV resources.

The Vice-Chairman Commissioner Minsky then address the follow up on the slides and also the anticipated payment by LWV for the expenses for the aired program. She is continuing to see if that payment has been made. She also indicated that she reached out to the library on the potential collaboration for archived material; she will follow up with them.

The Secretary Commissioner Quinn then indicated that he was following up with Kathleen Griffin for a meeting on the subject of invoices. He also indicated that he was continuing to work on preparing material for review on potential bylaw changes; package to be completed soon.

CAC2 REPRESENTATIVE REPORT

Commissioner Strelzer indicated that the last meeting of CAC2 was cancelled; next meeting would be held on 4/21. He also indicated that the Commission was looking to use grant funds to purchase several items such as two cameras, an RF mike, the server for the library and items like labor, cables, etc. The application needs to be filled out and issue will be placed on next monthly meeting agenda.

UNFINISHED BUSINESS

The issue of the Program guide was taken up earlier in the meeting.

NEW BUSINESS

The issue of the Strategic Plan was addressed and the report reviewed. Commissioner Jameson would like all Commissioners to create 2-3 line biographies on themselves for placement in the report. The Commission reviewed the report with recommendations and found it to be acceptable. Commissioner Jameson indicated that he had some budget recommendations including the need to see reasonable fundraising and the need to streamline costs through partnerships.

Then Commissioner Quinn then moved to approve all slide requests pending before them in total; Commissioner Strelzer seconded. Motion passed 5-0. The issue of covering the Earth Day Awards presentation was then addressed. After discussion on the issue Commissioner Strelzer moved to cover the event provided FairTV staff was available to cover it; Commissioner Quinn seconded. Motion passed 5-0.

The Commission then discussed the TPZ coverage issue. After discussion it was decided that the TPZ would be covered at both regular and special meetings.

The issue of the new laptop was then discussed by the Commission. After discussion Commissioner Strelzer moved that FairTV approve the purchase of a new laptop to be paid for through the town account; Commissioner Quinn seconded. The motion was passed 5-0.

The Commission also took up the discussion as to whether FairTV should hold a media session for town commission members and representatives; Commission to look into it.

PUBLIC COMMENT

Matthew Wojnoski from Troop 10 BSA present.

ADJOURNMENT

Commissioner Minsky moved to adjourn; Commissioner Quinn seconded. The vote was 4-0 in favor. Meeting adjourned at 9:25PM