

**FairTV – Monthly Meeting Agenda**  
**Town Hall SEPTEMBER 21, 2016**  
**FINAL Meeting Minutes**

The FairTV meeting was called to order by Commissioner Jameson at 7:05 PM.

Commissioners in attendance: Jameson, Minsky, Strelzer,

Absent: Braun (arrived 7:25pm), Quinn (arrived 8:00pm)

**PLEDGE OF ALLEGIANCE**

Meeting opened at 7:06PM.

**EXECUTIVE SESSION**

Commissioner Strelzer made motion to enter executive session (7:07PM); Commissioner Minsky seconded. Motion passed 3-0; Commission entered executive session. Commissioner Strelzer made motion to end executive session (7:43PM); Commissioner Minsky seconded. Motion passed 4-0; Commission left executive session.

**MEETING MINUTES**

The Commission took up the approval of the July 2016 minutes. Commissioner Minsky made motion to approve; Strelzer seconded. Motion passed 4-0.

**OFFICER REPORTS**

Commissioner Jameson indicated that Commissioner Braun's reappointment hearing would be held the following Monday (9/27). He further indicated that the FairTV strategic plan would be imminently shared with the town. Further he was looking into the possibility that FairTV would start next year's budget preparation cycle now. He also indicated that FairTV should establish a budget plan for this fiscal year. He later indicated that the FairTV grant money report must be filed by December 2016 indicating as to how and when the money was spent. Gerry Speno was tasked with preparing a report/forecast on this issue.

Commissioner Minsky then addressed the Library server update. She indicated that Mr. Speno had contacted a software designer in North Carolina for server creation. Mr. Speno indicated that he would

recommend that the library archive not be made internet accessible (meaning the public would need to visit the library to access any programs). She further indicated that the hardware would cost approximately \$1000 and FairTV would need to convert all programs to MPEGS (software to cost approximately \$500). The FairTV Commission would then be able to utilize any excess funds to create secondary programming from the library itself. It was then reported that the cost of Video on demand would be approximately \$2400 for an 18 month period. That fee would allow the placing of nearly six months of programming on the system.

Commissioner Quinn then handed out an informational worksheet to all present outlining the discussions with the town of Fairfield concerning the streamlining of invoice protocols regarding FairTV. Mr. Quinn outlined the suggested changes/suggestions of protocol and considerable discussion ensued.

### **STANDING REPORTS**

Mr. Speno then gave the Production Managers report. He indicated that FairTV started the month at \$91,395 and after all expenses ended at \$77,410 as of 9/21/16. He then addressed the Discover video program. The system currently maintains 100 gigabytes of memory. He further indicated that the long term plan was to imbed the VOD onto the website homepage. The homepage would be trimmed down to one site where all traffic would be directed.

Commissioner Strelzer then gave out the CAC report. The indicated that Cablevision was purchased by another company which has led to considerable uncertainty. Soundview is also beginning to complain and potentially launch civil litigation on the issue of the return of funding since cablevision has changed hands. At this point considerable discussion took place regarding this issue. Commissioner Strelzer then indicated that the next meeting would be on October 20<sup>th</sup>.

### **UNFINISHED BUSINESS**

Commissioner Jameson then addressed the FairTV strategic report. After minor discussion on the topic Commissioner Jameson moved to approve the strategic plan as promulgated; Commissioner Quinn seconded. The motion passed 5-0. Commissioner Quinn then took up the issue of the FairTV Ordinance and bylaws revisions. He indicated considerable progress was being made on the issue and a draft would be ready by the next meeting.

### **NEW BUSINESS**

The Commission met with Fairfield Police Officer Jim Perez to discuss the possible creation of a crime prevention show. Considerable discussion ensued; the Commission decided to further investigate this proposal.

The Commission then took up the issue of covering the LWV Candidate debate on 10/26/16. After discussion on the issue Commissioner Jameson moved to cover the debate; Commissioner Quinn seconded. The motion passed 5-0.

The Commission then took up the issue of slide requests. Commissioner Minsky moved to address all slides as one; Commissioner Strelzer seconded. The motion passed 5-0. The Commission then moved to amend the agenda to include adopting the recommendations for streamlining the invoice process and the hiring of a recording secretary. Commissioner Braun made motion to add to agenda and Commissioner Minsky seconded. Motion passed 5-0 and item was added to the agenda. At this point discussion was held by the Commission on this issue. After discussion ended Commissioner Strelzer moved to approve the recommendations as promulgated; Commissioner Quinn seconded. Motion passed 5-0. The issue of changing VOD service companies was then addressed; with Commissioner Strelzer making the motion to change companies; Commissioner Quinn seconded. The motion passed 5-0.

#### **PUBLIC COMMENT**

None.

#### **ADJOURNMENT**

Commissioner Quinn made the motion to adjourn; Commissioner Strelzer seconded. The motion passed 5-0. Meeting adjourned 9:57PM.