

## **Minutes of the New Gloucester Cable Television Committee Meeting – Aug. 14, 2013**

### Those in attendance:

Committee members: Bob MacGregor (Chair), Richard Erwin (Vice-Chair), Patti Mikkelsen

### Call to order:

Bob MacGregor called the meeting to order at 10:00 a.m.

### Minutes:

The July 10, 2013 meeting minutes were approved as written (Richard/Bob). Motion carried 3-0.

### Technical Report:

- Richard presented his 8/14/2013 technical report, available as a separate document.
- He proposed a long term plan to hand off the management of the PEG Central video-on-demand website, involving the preparation of programs for publishing, to either Patti or Bob.

### Next Meeting:

Bob scheduled the next Cable TV Committee meeting for Wednesday, Sept. 11.

### Update on PEG Central, VOD streaming and switchover:

- Richard said that he is open to anyone's suggestion of how the new website should be organized for playbacks, and he solicits viewer input on what programs they'd like to see televised.
- Bob recommended holding a workshop to formulate a strategy for archiving older programs.

### NGTV Productions:

- Patti said that she received an email from Library Director Suzan Hawkins providing details about the annual library play and summer reading awards. Patti and Richard volunteered to provide coverage of the event.
- Patti remarked that she intends to bring a camcorder up to the New Gloucester Fair on Aug. 24 to videotape random scenes.
- Patti said that she and new volunteer Mike Emery recorded the Economic Development Committee's Taste of New Gloucester business forum on July 27, and she has begun the editing process.
- Patti reported that no progress has been made on the Seguin Island documentary.

### NGTV Bulletin Board Policy:

- Bob stated that there was a discussion about telecasting the New Gloucester Xchange slide on the Channel 3 bulletin board at the July 10 meeting, and he re-opened the subject for further comment.
- Patti said that since announcements from nonprofit organizations are accepted, and the New Gloucester Xchange is a nonprofit, it is eligible to run a slide. Whether or not it is a newspaper is immaterial.
- Bob said that we tend to think of nonprofits in terms of 501(c)(3) status.
- Richard suggested a revision to the NGTV Bulletin Board Policy: changing 'nonprofit' to 'not-for-profit.' Bob and Patti agreed, and it was decided to make this change the next time a group of revisions are made to the Policy and Procedures Manual.

### Other:

- Patti asked if anyone had replied to MSAD Director of Technology Craig Moore's request to run a looped video providing school-related information on Channel 3. Richard said that he left a phone message, but hasn't heard back yet.
- Bob said that he would like to address the problem of the lengthy cycle of bulletin board announcements, exceeding 20 minutes.

- Richard said the UltraNEXUS has the capability of running slideshows. He suggested taking the long term announcements out of the regular rotation and combining them into a Community Resources slideshow, scheduled to be telecast at a set time of the day. Additionally, it could be posted on the PEG Central website.
- Patti mentioned that many of the announcements pertain to Gray. If the same notices are already showing on Channel 2, they could be dropped from our rotation. Moreover, she suggested simplifying notices that contain excessive information in a rolling text format.
- Bob said he will record a cycle of announcements for review and discussion.
- On a new subject, Patti proposed two purchases: a recording microphone for voiceovers and speakers for the Asus editing computer to replace older ones that have been working erratically. No action was taken on procuring either item.
- Bob proposed researching PA system mobile units for possible purchase.

Adjournment:

A motion to adjourn the meeting was made at 11:12 a.m. (Patti/Richard). Motion carried 3-0.

Minutes were submitted by Patti Mikkelsen (recorder).