



CDA-TV COMMITTEE MINUTES

October 12, 2020 8:00 A.M.

City Conference Room #5

Currently airing programming on Spectrum Channel 1301

**Present:** Jeff Crowe, Renata McLeod, Woody McEvers, Bruce Hathaway, Chris Pfeifer, and Laura Rumpler.

**Absent:** Katherine Hoyer, Scott Maben, Joseph Morrison (Student Rep.), and Zoey Gephart (Alternate Student Rep.)

1. **Meeting Minutes from September 14, 2020** – Motion by McEvers, seconded by Pfeifer. **Motion Carried.**
2. **Appointments-** Motion by Drobnock, seconded by McEvers to reappoint Zoey Gephart to the Committee. **Motion Carried.**
3. **Equipment Upgrades**– Jeff Crowe noted that the state approved the tri-caster through CARE funds, which cost approximately \$44,000. He plans to install it at the end of the month. This should take us 10 years into the future and at least 5 years into the future he doesn't foresee any major updates needed. Audio changes may need to be made with Zoom meetings; he is looking at the Donte audio system. He noted that the County is struggling with the audio feedback issue as well. Michael noted that they are using "Go To" meetings and they use the Polycom system through the phone rather than the computer audio. Jeff noted that he is also looking at updating the room's assistive listening device to see if using that system would help.
4. **Contractor's Report** – Jeff provided the channel activity report for September. He noted that he has been recording conference materials for virtual conferences that staff is teaching, one for Municipal Services and one for Fire. The Fire Department has received equipment for mobile video and broadcasting that Jeff is helping them to set up. He wondered about moving from DVD archiving and public records requests to USB Thumb drive at a cost of \$3.55. Jeff tested out a Drone and he is excited for his own personal device.
5. **Round Table:** McEvers asked about the Wastewater video status. Jeff noted that Wastewater is putting together their own informational videos. The first hurdle was the copywrite music and noted they are doing a good job. The Street Department has purchase go pros and asked where the music library is for the city. They could use the Fire Mac Editors if they could work together on future productions. Everyone should use Adobe for consistency and learn from each other. Compression and making it Youtube ready will be the next important thing to learn. Maybe we should put on a workshop for the video consistency and uniform branding with staff and partners. (Post Script Note: Laura Rumpler will fill in for Chris Pfeifer until his position is filled at NIC).
6. **Next Meeting:** The next Meeting is scheduled on November 9, 2020.
7. **Adjournment 8:44 a.m.**