Rutland Cable Advisory Committee
Meeting Minutes – July 24, 2019

Members present: Chairman Paul Mattson, Jim Kelley, Peter Craine, Christian Santillo.
Members absent: None
Guests present: None
Meeting was called to order by chair at 6:00 PM.

Meeting Minutes
Meeting minutes from June 26, 2019 accepted, unanimously, except for Jim who recused himself because he was not at that meeting, [Motion: Christian; 2nd: Paul] at 6:03 PM.

Bills and Accounts
Paul presented a Treasurer’s report. Total expenses were $14,857.44 since the last meeting.
Charter’s charge ($57.15) seems has once again destabilized but is lower.
The RealVNC charge will need to be amended. The treasurer can’t or won’t perform an international wire transfer. Peter will find a different way to pay (and probably deal with reimbursement).
The final library gift payment ($6,000.00) was transferred.'
The payment to ISG ($1,150.00) is for the BlackMagic Design Audio Monitor.
The Unique Media Systems payment ($450.00) was for final wiring to convert to the new system.
The payment to Bill’s Garage ($79.90) was for a battery for the Uninterruptable Power Supply in the control room.
The balance was for salaries including Peter’s Stipend.

Financial report was unanimously accepted as presented [Motion: Peter; 2nd: Christian] at 6:22 PM.

Old Business
Tightrope Status
Peter gave an update on the status of the new equipment:

- The Nexus failed three times in three days. We decided to accelerate the transition to the Tightrope system. The Nexus is now turned off.
- Peter gave a class in using the tightrope system to Paul, Jim, and Corrinne.
• Still no progress on Adobe Premiere. Email started; now need to call to work out details.

We will transition to the new computer as soon as we get Premiere installed.

New Business

Scheduling

Peter has worked up an outline for a schedule and notes on what boards are most likely to be requested to be recorded (occasionally or regularly). Long discussion about how it was formed and how it will change over time.

Thoughts on Equipment

New camera: 1 or 2? 1: definitely. 2: maybe. Other charges may delay purchasing the third camera (we already have one new camera).

BOS Desk mics: The present mics were a steal and OK, but highly directional. Perhaps change to new, lower profile mics, perhaps a little more omnidirectional? No objections.

An audio jack in the BOS room to connect a phone so we can get audio directly into the recording system? How to get audio back into BOS room for meeting participants? Maybe a second to deal with a second phone or a computer? Considered a good idea.

Microphone “packs” for travel? Lavaliers, hand mics, etc? Another good idea.

Tricaster? No need to update right away. Probably not at end of life for the one we have. When we upgrade we want to get a system that receives higher resolution than 1080i (the current system’s limits). We may also want to upgrade the wall cameras in BOS and Blair rooms at the same time.

Mic collars/flags? Another good idea. Christian will send info to Paul about a company he did business with.

The lower level of the community (town) hall is being refurbished. Peter suggested getting in touch with the architects and inject our programming requests (permanent cameras and mics built into the room) and set up communications to the control room.

Unique Media Systems support contract

Serious discussion about offered services and how the contract would be used. We decided that we are not likely to use $2,000.00 of support services in a year. The committee decided to not enter into this contract this year.

From the floor

The Committee approved a one-time Stipend to Peter for his long, hard work getting the Tightrope system installed and functioning and working with the Town and installer to get the infrastructure in place. [Motion: Paul; 2nd Christian] at 6:48 PM

Jim Kelley has sent a letter of interest to the Select Board to be appointed to an open seat on the Committee.
Next Meeting

The Committee’s next meeting is scheduled for 6:00 PM on Wednesday, August 28, 2019.

Adjournment

Meeting adjourned, unanimously [Motion: Peter; 2nd Christian] at 8:03 PM.

Respectfully submitted,

Peter Craine