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Patricia B. O'Brien
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Orange Government Access Television Committee
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UNAPPROVED VIRTUAL MEETING MINUTES January 7, 2021

Present: Chairman Sol Silverstein, Gary DelPiano, Bob Kelly, Mike Muttitt, Coordinator Ron Davis, Assistant Coordinator Chris Kelly, Recording Secretary Marlene Silverstein

Chairman Silverstein convened the meeting at 7:31 pm.

Questions & Comments: Chairman Silverstein reminded Coordinator Davis and Assistant Coordinator Kelly that the copyright notice on all programs recorded in the new year needed to be updated to 2021. He also stated that the broken links to the OGAT live stream and Video on Demand (VOD) on the town's website had been repaired, and a new master link to them had been added to the town's home page.

Approve Minutes:

Bob Kelly, seconded by Mike Muttitt, made the ***motion to approve the minutes of the December 10, 2020 meeting.*** The motion carried unanimously.

Budget Review. Chairman Silverstein reported that the Town is still having problems with the new accounting program. The budget was then reviewed.

Coordinator's Reports: Coordinator Davis reported that the town continues to hold most town meetings virtually with OGAT assisting by cablecasting almost all of them live as well as streaming meetings on YouTube and TelVue.

Coordinator Davis also reported some intermittent stalling of on-going programming, but the OGAT studio has had no other functional issues and all was operating properly by the end of the month. Assistant Coordinator Kelly was investigating the stalling. Assistant Coordinator Kelly explained that on December 25th OGAT was down. He believes the problem was caused by his uploading and removal of some programming to correct an error in the titling. It should be working fine now.

An issue during the Board of Education shoot in December was the failure of the Tri-Caster's video converter which is used to translate the live signal to our network protocol. Fortunately, a backup unit was available and was put into action. Assistant Coordinator Kelly will contact the vendor, Newtek, for repair or replacement of the item under the warranty.

Assistant Coordinator Kelly reported there were 260 YouTube Live & VOD hits. No data was available for live or VOD hits on TelVue. Since TelVue uses Google Analytics for such data, he has set up an account with Google Analytics to be able to generate this data for the next report.

Gary DelPiano, seconded by Bob Kelly, made the ***motion to approve the December, 2020 Coordinator's Report with corrections.*** The motion carried unanimously.

Action Item List: The list was reviewed and updated.

Cable Advisory Council (CAC) Grant: Chairman Silverstein stated that Assistant Coordinator Kelly had reported that the cost of upgrading our equipment at the Board of Education Meeting Room will be under the \$10,000 minimum required by the Capital Planning Committee, so we should request funds for this effort in the next CAC grant.

Chairman Silverstein reported that he completed and submitted the CAC 2019-2020 grant year Final Report.

Equipment Inventory: Chairman Silverstein reported that the inventory spreadsheet had no updates in the last month as no new equipment was purchased.

Town Talk: Coordinator Davis reported that he and Assistant Coordinator Kelly will work on the Town Talk with the Police Department this month.

Bob Kelly, seconded by Mike Muttitt, made the ***motion to*** adjourn at 7:52 pm.

Respectfully submitted,
Marlene Silverstein,
Recording Secretary