

## **CATV MEETING - JANUARY 17, 2013 / AGENDA**

### **1. 2012-2013 Budget considerations**

- a. Maintaining existing budget for usual expenses ie; employees, facility and infrastructure.
- b. Budget increases - Rent (5%), service contracts (Telvue), addition of streaming capabilities to include smart phones and tablets (\$700.00 per year increase and would increase total internet service cost to \$3,700.00 per year instead of \$3,000.00), vehicle maintenance increases (oil changes and tire rotation, 10,000 mile warranty repairs)
- c. Capital improvements - Station, Auburn City Hall, Lewiston City Hall.
- d. Turbo Workflow Accelerator - Device that would allow us to drag and drop files from our server to the web server and encode files simultaneously. This would save time and resources as well as make files available sooner. Cost is \$2,410.00 (with 20% valued customer discount)  
Could add right away as equipment needed or put in to next year's budget.
- e. Letter from Jill Eastman - Criteria for this year's budget presentation (see letter)

### **2. Recent Developments with infrastructure**

- a. Camera failed in Lewiston - cost \$1127.55 from GFTV budget
- b. Niagra, Viewcast streamer failed around Christmas time. Replaced with a new one from Telvue which will be covered by them and is a better and more stable device.  
Cost was \$2,617.00 which was a B-Stock item that usually costs over \$4,000.00
- c. Used equipment - We continue to try and sell dated and used equipment. Some items are in disrepair and need to be discarded. Other items could be repaired but may be difficult to sell as they are dated and hard to find buyer.
- d. Update back wall of station with cabinets and work space to assist us with storage and work area for editing and projects. We will need to get quotes on cost of cabinets and the ability to relocate some of the electrical outlets. We would also like to paint the station over the spring and summer. It hasn't been done since we opened.
- e. Had a request from Auburn's mayor regarding checking on streaming with another service provider (Sun Media Group). About a year ago I was asked to check on cost versus what we do on our own with Telvue. I spoke with Tony Ronzio and he said that they were just starting it up and were not sure if they could handle all the files that we created with city government. The general quote was significantly higher and the only direct benefit would have been the meetings would have been available sooner for video on demand. After checking back recently I was told that they never got that service off the ground. I notified the Auburn city manager and the IT department at city hall.
- f. Web streaming, computer antivirus software and internet service are pending for updates or renewal. Web service will be due in April of this year (\$3,000.00 per our budget / \$3,700.00 if we add the smart phone & tablet capability). Antivirus software is \$35.00 per computer times (4). Web service (domain name with Maine Hosting) is due the end of the month.

- 3. Board memberships** - Auburn memberships are up for renewal for some members. I have a copy of the required form or folks can get it from the cities web site.

#### **4. Ongoing Projects**

- a. LYAC video on homelessness in Lewiston
- b. Equipment and technical support for CMCC basketball - We are providing the usual setup and they are streaming the games over the internet this year.
- c. College for ME in December of 2012
- d. Auburn Watershed - Lynne Richard would like assistance doing educational pieces on her work to inform the public how they get their water and what is done to protect it.
- e. Lewiston School Department - Contacted by Joe Julius about broadcasting their meetings either live or for rebroadcast. We will continue to consult with them and assist them with recommendations.
- f. Sun Journal sent Amber Waterman to do a piece on GFTV called "Sights and Sounds" for the B section of the Sunday paper. it will appear later this month or the first part of February.
- G. Sun Journal has been recording local sporting events and they may be willing to share files for us to broadcast.