



CDA-TV COMMITTEE MINUTES
September 9, 2024, 8:00 A.M.
City Conference Room #5

Present: Jeff Crowe, Renata McLeod, Woody McEvers, Bruce Hathaway, Shawn Harrington, and Michael Drobnock.

1. **Meeting Minutes from August 12, 2024**– Motion by Drobnock, seconded by Harrington. **Motion Carried.**
2. **Contractor’s Report** – Noted that he has backed up files for ease of access for the next person coming into the position. He noted that he re-engineered the audio rack and removed the zoom Sure mixer, as one died with no way to fix it, they will let you send it in and then quote you to fix it any longer. Hayden recently sent one in and the quote was \$1,200.00 and \$1,800.00 for a new one. They tend to break and would be equipment that needs to be upgraded, NIC uses a Donte set up. A push to talk microphone died during the last meeting, doesn’t matter if on or not it will feed noise into the system. Hayden donated one to us that cleared up the problem. Micheal noted that he will have a few more mics next month after Council surpluses them. The mics can be set to push to mute. Two software programs used that the city will need to purchase the license, Lucid Chart, and CAD software for symantics and operations manual, yearly \$100, Wondershare allows pulling feed from YouTube for airing, such as SD 271 updates about every 3 days at approx. \$40/year. There is a second laptop that is a Mac in I.T., noting we need to check who has it and if the Fire Department needs it, and who is supposed to update these computers. Discussion ensued regarding Post Fall’s channel, their station still airs but no meetings. We assume their Leightronix box is outdated and they are having difficulty downgrading the broadcasts to SD as Spectrum will not upgrade the PEG channels to HD. The City needs to change Facebook page admin from Jeff to the next person. You Tube feed continues to be an issue, during the last meeting over 4 hours with 15 minutes missing. Might need a separate box for feed to the YouTube channel, might be about \$300.00. TDS box for monitoring still needed. Discussion ensued about the recording of the Mayor’s Arts Awards, we will determine our capability based on the recruitment for the position fill date. Fire may be able to help with the recording. Future may include video blogging as more simplistic recording for shows like Coffee with the Mayor.
3. **Roundtable** – The Committee gave Jef Kudos and Renata presented him with a City mug and thanks for his years of service. Bruce presented him with a knife and cutting board from Fatbeam and again thanked him for his 18 years of service.
4. The Next meeting will be held **October 14, 2024.**

Motion by Drobnock second by Hathaway to adjourn. Adjournment 8:56 a.m.

Respectfully submitted by:

Renata McLeod, City Clerk