

MEETING MINUTES
DCAT GOVERNANCE COMMITTEE
JAN 5, 2005

MEMBERS PRESENT: Peter Brown, Paul Gasowski, Tom Merrick, Jerry Needell, David Langley

MEMBERS NOT PRESENT (EXCUSED): Erika Mantz, Kathleen Kentner, George Kachadorian

ALSO PRESENT: Craig Stevens, Chuck Cressy, Carol Camp

- I. Call to Order:** The meeting was called to order at 7:02 p.m. by Chairperson Peter Brown.
- II. Agenda Approval:** Agenda approved with addition of "Sponsorship" under Old Business and "Producer" and "Duplication" under New Business.
- III. Approval of Minutes** The DEC 7, 2004 minutes were approved 5-0 with the removal of question marks after start and end times.
- IV. DCAT Supervisor Report:** Craig Stevens is awaiting programming from St. Anslems and Dr. George. Craig is seeking more staff and will advertise for positions. There was a gap in the taping of the DEC 20 Town Council meeting due to a reset button being mistakenly pressed, resulting in about 10 minutes of missing coverage.
- V. Reports and Comments of Members:** Pete welcomed Carol Camp to the meeting. Carol is interested in serving on the committee. Pete explained changes to his schedule and hopes to get back on track in 2005. Tom mentioned seeing video noise during a school board meeting. Jerry asked if Craig would like a call if Channel 22 only shows a blue screen and Craig said yes. Paul is producing a program every 10 days and will work out schedule changes with Craig.
- VI. Public Comment:** Chuck Cressy spoke to the committee about the Downtown Business Association (DBA), which has replaced Mainstreet Durham. The DBA wants to bring a sense of community to downtown Durham and would like to use Channel 22 to get their message out. The following motion was approved 5-0: "The DCAT Governance Committee will work with the Downtown Business Association, the "Durham-It's Where You Live" committee and the Oyster River School District to provide programming for Channel 22."
- VII. Old Business:** Tom presented guidelines for sponsoring a program on DCAT. Item 2.11.6 was removed by a vote of 3-1-1. Item 2.11.4 will have a reference for guidance. David will email reference info to the other members and approval will be sought at the next meeting.
- VIII. New Business:** "Producer" was put off until the next meeting. The Duplication Request Form was modified and approved 4-0-1. Changes made were DVD copy - \$20, and adding "Please allow 10 business days to receive your copy". Pete stressed the importance for Paul and Craig to work together to maintain an accurate program schedule, especially with all the new

programs being produced by the school district. Pete also stated that he and Craig were working on a form to track programs shown on Channel 22 for submission to the Town Council on a monthly basis.

- IX. **Next Meeting:** February 1, 2005, 7pm, Council Meeting Room
- X. **Adjournment:** The meeting was adjourned at 9:23 p.m.