

Colorado Channel Authority Board

February 2021 Meeting Agenda

Friday, February 26, 2021, 1 - 2 pm

Virtual Meeting Link - meet.google.com/qck-zocs-gwu

Dial-in number - +1 857-327-7592 PIN: 623 232 814#

1. Call to Order and Attendance

- a. Call to Order
 - i. The meeting was called to order at 1:03 pm. Vice Chair Todd Barnes chaired the meeting.
- b. Present
 - i. Renny Fagan, Bart Miller, Cheryl Stevens, Todd Barnes, Megan Jurgemeyer, Representative Dan Woog, Senator Jeff Bridges, Representative Mary Young
- a. Not Present
 - i. Senator Larry Liston
- b. Other Individuals Present
 - i. Manish Jani, Zack Wimberley, Ed Krisor, Cindi Markwell, Robin Jones, Jennifer Berman, Aili Miyake, Tony Shawcross, Brandon Stiller, John Aden

2. Opportunity for Public Comment/Concerns

- a. None

3. Review & Approval of Meeting Minutes

- a. [September minutes](#)
 - i. Bart Miller made the motion to approve the minutes from the September meeting. Renny Fagan seconded the motion, and it was approved unanimously.

4. Treasurer's Report (as of 1/31/21)

- a. [Reserve Account](#)
 - i. \$18,934.33
- b. [Income Statement](#)
 - i. \$3.05 (interest income)
- c. Check signing
 - i. OMF has billed CO GA on behalf of CCAB \$127,901 for Q3 2020-21
 - ii. Check to sign at March meeting for same amount (\$127,901)

5. Elections and Reappointments

- a. Appointment of president of the board
 - i. Senator Jeff Bridges was elected unanimously to the office of Chair of the

Colorado Channel Authority Board.

- b. Term end dates
 - i. Young - 8.5.2022
 - ii. Woog - 1.21.2025
 - iii. Bridges - 4.28.2021
 - iv. Liston - 12.31.2024
 - v. Fagan - 8.2.2020
 - vi. Stevens - 5.31.2022
 - vii. Barnes - 10.6.2023
 - viii. Jurgemeyer - 10.6.2023
 - ix. Miller - 10.6.2023
- c. [New Member Orientation packet](#) and [bylaws](#)
 - i. Open Media to add guiding principles document to New Member Orientation Packet

6. Additional Items

- a. Equipment updates
 - i. NewTek Tricaster2 switchers installed
 - 1. The new equipment has Increased data rate and quality. Recorded files have a larger size, which has resulted in a slightly slower upload speed to archive.org.
- b. Senator Jeff Bridges asked about the possibility of downloading or sharing portions of videos.
 - i. Only full video files can be downloaded from archive.org.
 - ii. The sharing feature to Facebook and Twitter on coloradochannel.net was demonstrated. This feature will be tested by Open Media staff.
 - iii. Sharing directly from YouTube was also demonstrated.
 - iv. Open Media was asked to develop a white paper on how to download videos and use the social media share feature.
- c. Support by Open Media to legislators, legislative aides, and the public
 - i. Email at support@coloradochannel.net
 - ii. Visit control room in room 326 at the Capitol

7. Previous Meeting Action Items

- a. None.

8. Upcoming Action Items

- a. Open Media to schedule Lunch and Learn for legislative staff.
- b. Open Media to check on HD channel for Colorado Channel on Comcast
- c. Open Media to develop white paper on how to download and share videos from Colorado Channel
- d. Open Media to test social media sharing features.

9. Next Meeting Time/Date

- a. Schedule March meeting - Friday, March 26, 1:30 pm
- b. Monthly meetings January to June. Two off-session meetings in September and December

10. Adjournment

- a. The motion to adjourn was made by Bart Miller, Senator Jeff Bridges seconded the motion, and it was approved unanimously. The meeting was adjourned at 1:28 pm.