

**CITY OF FRANKLIN**  
**VIDEO/AUDIO STREAMING SUB-COMMITTEE MEETING MINUTES**  
**October 17, 2008**

- I. The October 17, 2008 Video/Audio Streaming Sub-Committee Meeting was called to order at 7:03 p.m. by Chairman Meade in the Hearing Room of Franklin City Hall.

Members present were Meade, Herman, Kane, and Maersch.

- II. Citizen Comment Period: No comments were present.

- III. Approval of the September 19, 2008 Meeting Minutes

Motion made and seconded to approve the September 19, 2008 Video/Audio Sub-Committee Meeting Minutes as submitted. Upon vote, Ayes-All, motion carried.

- IV. Discussion and Determination of Preliminary Recommendation(s)

Members discussed equipment and capabilities needed for video and audio taping/streaming of commission meetings.

- PC 500 GB – possibly an external drive.
- GoStream PLUS

Audio Recording

- Legal guidance on recording and retention
- Scope and device would need to be PC friendly
- CD/DVD burner needed

- V. Replacement of Analog with Digital Audio Recorders for Commission Meetings

Discussion was held on ideas of the process and hardware that would be needed.

The Sub-Committee is to come up with a draft process recommendation and 5 digital audio recorders as well as microphones (omni-directional) for ultimate recommendation to the whole Technology Commission.

- VI. Next Meeting Date and Time: November 14, 2008 at 7 p.m.

- VII. Adjournment

Motion made and seconded to adjourn the October 17, 2008 Video/Audio Streaming Sub-Committee Meeting at 7:55 p.m. Upon vote, Ayes-All, motion carried.