Briefing on Projection Equipment for WMVH Committee Room

Agenda item 85

1. Background

- 1.1 Committee Meetings/ Council meetings agenda and shared documents for perusal and discussion visual cues enable successful management of meeting focus
- 1.2 Current screen not large enough for larger meetings and for text-based focus

2. Proposal

- 2.1 WMPC purchase a portable projector for committee/council/training meetings
- 2.2 WMPC purchase a larger (wider) screen wall mounted extending existing positioning to the left to enable enlarged view of computer files/presentations for whole committee group within the space

3. Considerations

- 3.1 Costing the aim is to keep costs reasonable while achieving the best visual quality
- 3.2 Safe storage portable electrical projection equipment can be stored securely in the WMPC office; retractable screen can be unobtrusively in place where the current unit exists without compromising the use of the room by other users.

4. Benefits

- 4.1 Wide screen enables council agenda to be visible alongside documents under consideration
- 4.2 Portable projector equipment can be stored safely when room in use by other users
- 4.3 Presentations/ training videos + links etc can be viewed by committee, council or working groups
- 4.4 This equipment will be able to support remote meeting access should the council wish to move in that direction

5. Consultation

- 5.1 Need to explore the difference between 'HD' ready and HD descriptors in the spec
- 5.2 Need to consider those projectors suited for room without blackout facility so look out for reference to natural light capacity
- 5.3 Long throw is more suitable for committee/board room than home cinema usage
- 5.4 Need to consult the Village Hall CIO trustees regarding the replacement of the existing screen

6. Installation/Storage

- 6.1 New ceiling brackets needed for wider screen
- 6.2 Projector itself to be securely locked in WMPC office check insurance cover? Portability a must but does make it more vulnerable to theft.

7. Recommendation

- 7.1 HD options:
 - ACER X1328WHK (£349.00 Curry's)/
 - Epson CO W01 LCD (£419.99 + VAT Visunext)
- 7.2 2m + screen to accommodate two parallel computer windows open in presentation/ council meetings – 2.34m maximum suitable width for setting. Therefore Nobo (£235.00 Viking Direct)
- 7.3 Overall cost approval sought is $\pounds750$







