

Berkley Cable TV Advisory Committee Meeting Minutes

December 28, 2021

Present via ZOOM: Heather Martin-Sterling, Jilleen Solomon. Present in person: Joseph Sousa, Ed Dugan, Arlene Medeiros, Guest Ann Marie MacDougall

1. Meeting called to order at 6:36 PM
2. Motion made by Joe and seconded by Jilleen to take new employee interview out of order. All in favor.
3. Ann Marie MacDougall interviewed as possible camera operator. Resident of Berkley, semi-retired, available during the day. Later in meeting Jill made motion and seconded by Joe to present Ann Marie as candidate for camera operator to personnel committee at their January 5, 2022 meeting. All in favor.
4. Minutes of October 20, 2021 – motion by Joe, seconded by Jilleen to accept. All in favor.
5. Minutes of November 17, 2021 – motion made by Joe, seconded by Jilleen to accept. All in favor.
6. Treasurer's report presented. Balance \$227,522.32
7. Motion made by Jilleen and seconded by Joe to table Annual report. All in favor.
8. Cable Coordinator Report
 - a. Studio and portable switcher training put off due to covid.
 - b. Ed requested that he be paid as well as Keegan for recording basketball games. Motion made by Jilleen and seconded by Heather to pay both for recording.
 - c. Ed will draft a letter to Malloch requesting permission to proceed with epoxy floor and attach quote from Jet Electro Finishing Inc. Color chart reviewed. Ed recommended dark grey tones. Arlene recommended graphite, Joe and Ed agreed. Jilleen had no preference. Arlene will review with Heather.
 - d. Arlene advised pods available for rental – 8ft, 16 ft, 20 ft. Price on 20 ft - \$23 per day or \$280 per month plus drop off fee of \$100 and pickup fee of \$100.
 - e. Quote from B&H Photo in the amount of \$529.79 - Jilleen made motion and seconded by Joe to authorize purchase. All in favor.
 - f. Quote from Unique Scientific for USB extension cable in the amount of \$69.00 - motion made by Jilleen and seconded by Heather to authorize purchase. All in favor.
 - g. Producer policies - Kerrie Anne Auclair would like to come before the committee to discuss potential show. Policies will be reviewed and presented at next meeting and Kerrie Anne will be asked to attend.
 - h. Unforeseen business
 - i. Cherise Hoak proceeding with show on Berkley artists. Right now has one Berkley and one from Taunton.
 - ii. Mass Access up for renewal. Motion made by Jilleen and seconded by Joe to renew membership at \$175.00 per year. All in favor.
 - iii. Problem with remote control but under warranty. Ed to send back.
9. Next meeting date will be either January 10 or 11 at 6:00 pm via Zoom and in person.
10. Meeting adjourned at 7:46 PM.

Minutes by Arlene Medeiros

Approved March 8, 2022

