

Berkley Cable TV Advisory Committee Meeting Minutes

July 26, 2022

In attendance: Arlene Medeiros

Joseph Sousa

Kerri Ann Auclair

Edward Dugan

1. Call to order: 4:36
2. Acceptance of prior meeting minutes – June 288, 2022, Approved. Table July 19th.
3. Treasurer's Report: 7/26/22 Debited \$3100.00
Final balance \$225,988.53

Comcast will need to be prepaid for a year. Total \$3504.00.

4. Studio Director position update: CAC met on July 19th. No final decision was made. Next special meeting is scheduled for August 23, 2022 @6:00 in the Town Hall.
5. Ed cleaned the studio. Committee looking at perhaps hiring a cleaning company to clean the restroom.
6. Coordinators Report:
 - Key cards are being requested to access the Town Hall control room for the camera operators. Looking at the number of cards that are authorized by the town.
 - Asked Malloch about large storage in the back yard which they responded by not knowing what was in it.
 - Ed suggested to advertise on the Community Channel “looking for producers”.
 - Working in conjunction w/library who know how to place information on the community channel scroll.
 - Ed reported that everything is on task in the progress report on the extended file storage.
 - Editing computer maintenance/repair received two quotes from CTS: \$250.00 for on-site computer service and \$625.00 for checking networking settings to install new Network Storage Device.
 - Report on the Town Hall Control Room status. Wendy was giving the quote to Arlene for the A/C unit.
 - Ed reported that the use of Zoom for government meetings had been extended to February 2023.
 - Purchase new tripod. B&H quote \$307.92 motion carried 3-0.
 - Ed will be seeking quotes for alternative sound from B&H vs Sweetwater.

- Ed will speak with his carpenter about getting quotes per job as needed.
 - CTS Bill for diagnose \$250.00
7. Receipts – Signed
 8. Next Special Meeting August 23rd at 6 (Town Hall)
Next scheduled meeting August 30th at 5:30 (Studio)
 9. Adjourn: 5:33

Approved August 30, 2022