

**Berkley Cable TV Advisory Committee Meeting Minutes**  
**May 5, 2021**

In attendance: Arlene Medeiros  
Edward Dugan  
Jilleen Solomon  
Joseph Sousa  
Heather Sterling

Call to order – 7:00

Approval of minutes for previous cable meetings.

Treasurer's report – with bills and receipts not included \$295,060.64. Add in outstanding PO's etc., \$196,331.64

Projected yearly expenses - \$229,752.39 – w/ comcast payments net balance for fiscal year end \$202,985.47

Adobe upgrade – Ed received a quote from SHI for \$929 and we would be able to use on two computers. Ed is looking into logistics of being able to purchase through SHI. There are grant options through SHI, but not sure if we apply.

Motion to approve SHI quote based on corrections to billing and valid to date. All in favor.

Candidate's night reach out – successful. Dean Larabee and Mark Pettey showed interest. Dean recorded a video. Ed will run it on Local Channel and it will be posted on town FB pages.

**Coordinator Report:**

Trainings are ongoing with camera operators. Working with operators on live recordings

Key cards status tabled until Heather is available.

Mid May delivery on camera back orders. Still waiting for some items for studio build out from Ockers (ISG). Waiting for delivery.

COA director started a new show. First episode is virtual. Safety for Senior Citizens. She has also started posting to our scroll on her own. Cherise Hoak is working on a show with local artists. Paula Dugan looking to do a performer showcase.

Table for lighting board – Ed is researching options

Floor tiles so studio can be all virtual (green tiles on the floor). Need to work out logistics for getting payment and delivery of tiles.

ACM (National MA Access) Meeting/Conf – Ed is interested in attending. Meeting is virtual. 6/29/21-7/1/21. Cost is \$250.00.

Next Meeting date – 6/10/21 @ 6:00 via Zoom

Adjourn – 8:10

Minutes by Jilleen Solomon

Approved August 19, 2021