

# **Berkley Cable TV Advisory Committee Meeting Minutes**

**January 11, 2022**

Present via ZOOM: Heather Martin-Sterling, Guests: Kerrie Ann Auclair and Renee Gagne,. Present in person: Joseph Sousa, Ed Dugan, Arlene Medeiros.

1. Meeting called to order at 6:10 PM
2. Motion made by Heather, seconded by Joe to accept as amended the Limited Highlighted Points of Operating Procedures and Policies for BCATV. Roll call vote. All in favor.
3. Guests Kerrie Ann Auclair and Renee Gagne discussed program they wished to produce on how to shoot firearms and gun safety. Both women are NRA instructors. Would like to do show once a month. Would be a resource for the community. Continue education for responsible gun owners. No political statements would be made. If wanted further information their personal email addresses would be given.
4. Minutes of December 28, 2021 – motion made by Heather, seconded by Joe to table. Roll call vote. All in favor.
5. Treasurer's report presented. Balance \$226,571.32.
6. Motion made by Heather and seconded by Joe to table Annual report. Roll call vote. All in favor.
7. Cable Coordinator Report
  - a. Status of employees and schedules. Studio Training – No date yet. Keegan doing great job as commentator on basketball programs. New camera operator, Ann Marie trained and will start with taping Cultural meeting.
  - b. Update on heating/AC units' maintenance and relocation - work completed, no invoice yet. The two units in the studio will be set on low and kept on all the time.
  - c. Update on studio flooring – Because of dust no heaters to be left on so need to schedule in warmer weather. Malloch suggested waiting until April.
  - d. Greenscreen floor panel "paint party" – Joe to send list of his available dates on Tuesday to Arlene so they can work out day to paint.
  - e. Renewal of Comcast internet business account- renewal agreement received. Motion made by Heather, seconded by Joe to authorize Ed to sign. Roll call vote. All in favor.
  - f. Purchase AAA batteries – quote from B&H \$58.41. Motion made by Heather, seconded by Joe to approve purchase. Roll call vote. All in favor.
  - g. Unforeseen business
    - i. Ed has two outlet furniture stores for possible studio furniture.
    - ii. Motion made by Heather and seconded by Joe to allow Ed to use power conditioner at home. Roll call vote. All in favor.
8. Next meeting date will be February 8 at 6:00 pm via Zoom and in person.
9. Meeting adjourned at 7:38 PM.

Minutes by Arlene Medeiros

**APPROVED APRIL 6, 2022**