



TOWN OF BERKLEY

MEETING NOTICE

Received: 5/12/2022 Time: 9:40AM
Posted: 5/12/2022 Time: 9:40AM
K. Perkins

Town Clerk

(PLEASE PRINT OR TYPE LEGIBLY)

Name of Board or Committee: Cable TV Advisory Committee_____

Date & Time of Meeting: May 17, 2022 – 6:30 PM_____

Location of Meeting: Community Access Studio, 113 Padelford St, Unit C__
(physical address including room # or name if applicable)
And via ZOOM

<https://us02web.zoom.us/j/84261804389?pwd=Vk1VZHBCditGZk1aWVA5WjhwTEJqZz09>

Arlene Medeiros – May 12, 2022_____

Clerk/Board Member posting notice & date

Cancelled or postponed to: _____

Clerk/Board Member cancelling/postponing meeting: _____

AGENDA / LIST OF TOPICS

Review of matters, Votes may be taken

1. Call to order.
2. Introduction of guest Kerrie Anne Auclair
3. Acceptance of prior meeting minutes – February 8, 2022, March 8, 2022 and April 5, 2022
4. Treasurer’s Report: Signing of bills
5. Renewal of Adobe licenses
6. Coordinators Report:
 - a. Status of employees and schedules.
 - b. Studio floor completion. Other updates to studio. Studio re-organization. Sets, actual and virtual. Set furniture. Carpentry help, rate offer per hour.
 - c. Producers and shows.
 - d. Review of candidate night and suggestions for future years.
 - e. Alternate quotes for extended file storage.
 - f. Updates on Town Hall maintenance, communications with Comcast, and Town Hall servicing.
 - g. Renewal of tech assurance w/ Tightrope.
 - h. Report on Middle School sports.
 - i. Report on Studio Manager duties as asked for by committee on 3/8/2022.
 - j. Older equipment offers to PEG stations and Town Offices. Removal of remainder.

- k. Purchase requests – Headphones, Variety of color table toppers. etc.
 - l. Editing computer maintenance/repair
 - m. Schedule future studio open house
 - n. Tape conversion and setup to hist society
 - o. Reply from Malloch on adding BCATV sign to existing slot signs.
 - p. Receipts
 - q. Any unforeseen issues
7. Any unforeseen business not foreseen by chair
 8. Public input
 9. Notice of next meeting date
 10. Adjourn