

**Groton Cable Advisory Committee
Meeting Minutes 1/31/11**

Meeting was called to order at 7:32 p.m. in the television studio at GDRHS. Present were members Dave Melpignano, Janet Sheffield, Neil Collichio and Jane Bouvier. Also present was Access Director Bob Colman.

LIST OF MATERIALS AT MEETING:

1. Agenda (Bob) and Program Director Notes (Bob) for 1/31/11 Meeting
2. Thank you letter from Dunstable Police Chief for backdrop curtain for GD 911

MINUTES:

Dorothy made a motion to approve minutes for two past meetings: Oct. 19, 2010, and Nov. 23, 2010, and Jane seconded the motion. Members voted unanimously to approve the minutes.

REPORT FROM PROGRAM DIRECTOR:

GD 911 set curtain and award for Around Town: Bob showed the committee the newly purchased back drop curtain for the GD 911 program, and shared with the committee a thank you letter to the committee from Chief Downes, host of the program.

Bob also reported that Jane Bouvier's Around Town program had been awarded a first place plaque in the 13th Annual Alliance for Community Media NE Fall Video Festival, in the category of General Talk Show, Non-Professional Program.

Groton Channel News: The channel's new weekly news program will debut tomorrow, featuring a report by Town Manager Mark Haddad, an interview of GELD's Kevin Kelly conducted by Jane Bouvier, a piece on GDEF's Trivia Night, and a sports report with Samantha Silva. News reader will be Larry Lickteig and new programs will air each Tuesday evening at 6 p.m.

Town Report: Bob reminded members that the town report is due by the end of next week. Dave and Bob will prepare the report, which will be included in the Town's Annual Report.

Go Green 48 Hour Film Festival, Feb. 18-20: Neil has lined up volunteers (about 8-10 so far) to work on this project, which will focus on an ecological issue.

ACCOUNTS AS OF 12/31/10:

Main Account: \$151,472.62
Equipment Grant: \$ 45,489.54
Sponsorship Acct: \$ 3,051.67

PURCHASE REQUESTS/RECOMMENDATIONS:

Janet made a motion that the committee approve an amount: **not to exceed \$1400 for Final Cut Pro Training for Samantha Silva, stipulating up to \$50 per day for expenses.** Dorothy seconded the motion, and it was unanimously approved.

3 more Archive/storage drives @\$150	\$450
New printer for Bob	\$275
2 cameras for b-roll fetching @ \$130	\$260
2 replacement bulbs for Scoop @ \$70	\$140
Monopod	<u>\$ 25</u>
Equipment Total	\$1150.00

Neil made a motion to approve an amount NTE \$1150 for the equipment items above, Jane seconded the motion, and it was unanimously approved by members.

OLD BUSINESS:

Middle School Video Club - Bob told members he'd contact teachers at the Middle School who expressed interest in acting as advisor for the Video Club. Dave asked about coordinating with the club advisor so students are prepared for the high school video program.

NEW BUSINESS:

Bob told members a resident had complained about Charter dropping NESN from the basic service tier. Dave agreed to respond to the complaint telling her the committee doesn't have control over pricing, and letting her know she has the option of switching to FIOS.

Jane informed members about a new business association, the Groton Board of Trade. Memberships are currently \$75 and she suggested the Groton Channel join as a good way to network with business owners and potentially attract new program sponsors. Dorothy made a motion for the committee to approve the \$75 expense for a Groton Channel membership in the Groton Board of Trade, and Neil seconded. Members voted unanimously to approve the membership. The next meeting will take place Feb. 16th at 6 p.m. at the Groton Country Club.

The next meeting is tentatively scheduled for March 7h. Jane made a motion to adjourn the meeting and Neil seconded. The meeting was adjourned at 9:28 p.m.