

Groton Cable Advisory Committee
Meeting Minutes 12/14/11

Meeting was called to order at 4:20 p.m. in the television studio. Present were members Dorothy Davis, Jane Bouvier, Neil Collichio, and Janet Sheffield, along with Groton Channel Program Director Bob Colman.

LIST OF MATERIALS AT MEETING:

1. Meeting Agenda
2. Cable Surveys for Groton, Southwick, Ayer and Sutton

PURCHASE REQUESTS

\$300 – Ethernet Switch – the switch will allow for networking between the studio and the computers in the Videography classroom

\$540 – 3 additional Studio Lavalier Mics

Dorothy made a motion to spend no more than \$840 on the purchase of an Ethernet Switch and 3 additional lavalier microphones. Neil seconded the motion, and it was approved by a 3-0 vote.

CHARTER LICENSE RENEWAL/CABLE SURVEY

Since Chairman Dave Melpignano was absent from the meeting, the committee decided to delay further discussions of the contract until the next meeting. Instead the committee took the opportunity to go through the sample cable survey and discuss which items they'd like to include in the survey planned to go out in January. Janet agreed to incorporate the suggestions and send out a draft survey to members.

ADJOURNMENT:

Janet motioned to adjourn the meeting, Neil seconded, and the meeting was adjourned at 6:10 p.m.