

**Groton Cable Advisory Committee**  
**Meeting Minutes for: 7/11/15**  
**TV Studio Groton-Dunstable Regional High School**

**In Attendance:**

**Cable Committee Members:** Chairperson Janet Sheffield, Dave Melpignano, Robert Piche, and Jane Bouvier.

**Others:** Program Director Bob Colman

**Called to Order At:** 9:50AM

**Bills:** Committee Members reviewed and signed the bills for the month.

**Meeting Minutes:** Janet made a motion to accept the minutes from 6/6/15, and 6/18/15 as amended. Seconded by Robert, the motion passed unanimously.

**General Update:**

- The internships have started.
- Charter is working on the fiber connections from the Country Club and the Police Station.

**Discussion Item - Reorganization:** It was discussed and generally agreed on that the Committee should plan to name a new Chairperson and Vice-Chair every two years.

**Vote** – Robert made a motion that Janet be named the new Chairperson and that Neil be named the Vice-Chair. Dave seconded. It passed unanimously.

**Discussion Item – Snow Day Policy:** This winter was a trial period for the policy of keeping the studio closed when the school is closed due to snow. The result was that the Cable Access employees had two more days off than the Town Hall employees, but the Committee felt the policy should become permanent since sidewalks aren't shoveled and the parking lot isn't plowed.

**Vote** – Robert made a motion to adopt a policy of closing the studio on days that the school is closed due to snow. Janet seconded. It passed unanimously.

**Purchase Requests:**

A TRICASTER VIRTUAL SET WORKSHOP FOR STAFF AND VOLUNTEERS:	\$150
A ONE YEAR SUBSCRIPTION RENEWAL TO DIGITAL JUICE:	\$120

**Vote** – Janet made a motion to purchase the above items for not more than \$270. Robert seconded. It passed unanimously.

**Other:**

The next meeting is planned for August 15th

At 10:55 AM, Robert made a motion to adjourn the meeting; there was no further discussion; seconded by Janet, the motion passed with a unanimous vote.