

**Groton Cable Advisory Committee**  
**via Internet Conference**

**Meeting Minutes for:** 3/21/22

**In Attendance:**

**Cable Committee Members:** Robert Piché, John Macleod, Janet Sheffield,  
Eric Fischer, Neil Colicchio

**Other:** Program Director - Ashley Doucette

**Called to Order At:** 4:08 PM

**Meeting Minutes:** Janet made a motion to approve the minutes of 2/16/22. Eric seconded. It passed unanimously.

**General Updates:**

- The Best Buddies Talent Show was a success and is now available On Demand.
- The Select Board has returned to in-person meetings. The School Committee will return to meeting in-person this week.
- We hope to begin offering workshops again soon.
- The Fiscal Year 2022 budget appears to be in a good place
- One of the three studio cameras is not working and will need to be sent out for repair. The cost estimate is not known at this time.

**Discussion Item: Production Assistant Position**

Ashley informed the Committee that the candidate offered the position of Production Assistant had not been able to accept the job and did not go through with their appointment ratification. As such, the position remains open and will need to be re-advertised.

Discussion was had on whether or not the pay scale could be increased, what other avenues of advertisement exist, and making direct connections with the schools in an effort to promote the open position.

**VOTE:** Neil moved to approve a budget of up \$500 for the purpose of re-advertising for the Production Assistant position. Janet seconded. It passed unanimously.

**Action Item:** Ashley will discuss the pay scale with Human Resources and will re-advertise the position.

**Purchase Request: Archive Hard Drives**

A request was made to purchase two new hard drives that are compatible with the studio's archives. One to replace a failed drive and one to keep on hand as a backup. The cost of the drives should not exceed \$150.

**VOTE:** Janet made a motion to approve the purchase request of up to \$150 for two new hard drives. Neil seconded. It passed unanimously.

**Discussion Item: Marketing**

Ashley walked the Committee through progress made on the website since the last meeting.

**Discussion Item: Officers**

The Committee decided to hold off on the changing of officers until the next meeting.

**Next Meeting is planned for 4/27/22 at 4:00 PM.**

The meeting's location (Zoom or In-Person) is to be determined.

**Meeting Adjourned at: 5:18 PM**