

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

**Meeting Minutes for: 6/23/22**

### **In Attendance:**

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

**Other:**

Program Director - Ashley Doucette

**Called to Order At: 5:04 PM**

### **Meeting Minutes:**

Eric made a motion to approve the minutes of 5/26/22. Janet seconded. It passed by a vote of 4-0 with Neil abstaining as he was not in attendance at that meeting.

Janet made a motion to approve the minutes of 4/27/22. Eric seconded. It passed by a vote of 3-0 with Neil and John abstaining as they were not in attendance at that meeting.

### **General Updates:**

- Summer internships have started
- We will be visiting Pepperell Access next week.
- The status of our Charter franchise renewal remains at a standstill.
- Cablecast Software Assurance will cost \$1200 (increasing by \$600 after the 90-day window is up)
- The cost of the Cablecast Software Assurance previously purchased during the pandemic to allow for the remote uploading of files while working from home was disallowed by the State. We must now cover the cost.
- ID badges were created for staff, volunteers, and interns to allow for identification while out in the field.
- Promotional items, clothing, and “swag”: We will soon start looking into ideas for promotional items to bring to Grotonfest as well as creating apparel (covered by a new clothing allowance budget) for staff and potentially for purchase/giveaway.
  - Details will be discussed at the next meeting of the marketing team.

### **Discussion Item: Feedback on MassAccess Conference**

Ashley and Robert detailed their attendance at the annual MassAccess conference. During a panel on social media presence, it was discussed that the Groton Channel’s presence on Facebook as a “person” instead of a “page” could be hindering visibility.

Robert attended a panel on Internet Access For All and learned that there is Federal money to be obtained for ensuring that internet access is available for all in a community.

- This was not directly related to funding for Cable Access.

Ashley had talked to a vendor about a piece of equipment that may be able to help us check our preview monitor feed remotely to ensure that an event/meeting is working properly before we go live. It would also allow provide more wireless capability than we currently have. The device may do more than we need it to do and may be costly. The company offers demo units and Ashley may work out a time to borrow one and test it in the field.

**Discussion Item: Destination Groton Collaboration - Follow Up**

No camera was allowed at Groton Hill Music when the Destination Groton Committee took a tour of the facility. Janet, Ashley and the Destination Groton Committee will continue to work on establishing a relationship with the venue.

It was suggested that vendor interviews could be conducted for a fee to help raise funds. “Why Come to Groton?/Grotonfest?” could make for a full program.

**Discussion Item: FY23 Budget**

Ashley updated the Committee on the FY 23 budget - looking in particular at the increase in pay for the Production Assistant position, which was estimated to be a lower cost when the budget was created could effect, and the studio camera repair cost that was not anticipated when the budget was created.

**Discussion Item: Officers**

**VOTE**

**Neil nominated John Macleod as Chair. Eric seconded the motion.**

**Eric volunteered himself as the Vice Chair.**

**Both John and Eric were voted in by a vote of 4-0, with John abstaining.**

\*The change in Committee Officer positions will take effect on July 1st, 2022.

\*Members will need to be sworn in.

**Next Meeting is planned for 8/18/22 at 5:00 PM**

**Meeting Adjourned at: 6:42 PM**