

## **Douglas Cable Advisory Committee**

### **Douglas Municipal Center**

#### **Meeting Minutes**

**Monday, September 9, 2019**

Fred Fontaine called the meeting to order at 7:04pm

**Committee Attendance:** Fred Fontaine, Bob Werme, Chris Menn

**Staff:** Pat Aldrich

1. **Committee Vacancies:** There are two openings on the Committee, email cable@douglasma.org or call 508-476-4000 ext 222 if interested. The committee is currently at the minimum required amount of members to legally hold meetings.
2. **FY20 Re-Organization:** Tom Devlin officially resigned as of August 22, 2019, is moving out of town. *Bob nominated Chris Menn as vice chair, Fred 2nd, unanimous favor. Bob made a motion to allow Chris Menn signing authority as vice chair, Fred 2nd, unanimous favor.*
3. **Meeting Minutes:** *Chris motioned to accept the meeting minutes of 7/1/19 as written, Fred 2nd, unanimous favor.*
4. **Coordinator Report:** *Documents attached*
  - Expenditures
  - Correspondence
  - **Meetings Report July & August 2019**
  - 2011 & 2012 archive videos have been uploaded to the Internet Archive. 2006-2012 is now available for viewing/download.
  - 7/20/19: Douglas Orchard & Farm event recorded, broadcast/YouTube.
  - 7/17/19: Our PA backup was used at the Senior Center for an event.
  - 7/23/19: Senior Center event "Tornadoes" was recorded, broadcast/YouTube
  - 7/24/19: Senior Center event "Butterflies" was recorded, broadcast/YouTube
  - 7/29/19: Board of Health meeting was half recorded. Camera SD card was full from recent public events. BOH Employee was told immediately and they wrote up detailed minutes.
  - 8/19/19: Power outage at the Municipal Center left the rooms unable to record meetings. Cable staff was cancelled, signs were put up that Cable was not recording. Conservation Commission cancelled. BOH Had their meeting, but saw the sign and took good minutes.
5. **Other Business:** Fred mentioned that as the Cable Committee only has the bare minimum membership and has struggled to maintain members for the past couple of years. Some discussion was had about reorganizing to some degree to make it easier. Bob asked if the Town Administrator could run the program directly, or if there was a faster way to have things processed. Another suggestion was to become "Ad-Hoc" to meet for specific items only. Question was asked, has the Committee accomplished what it set out to do originally? Pat was asked to set up a meeting with the Town Administrator to discuss this issue.

6. **Equipment:** Pat explained the timeline on this project, and why there is a need for more funding. *Bob made a motion to request a funding approval of another \$5,000 for the Resource Room PA Project, Chris 2nd, unanimous favor.*
7. **Next Meeting:** Monday October 7, 2019
8. **Adjourn:** *Bob motioned to adjourn at 7:32pm, Chris 2nd, unanimous favor.*