

Douglas Cable Advisory Committee

Douglas Municipal Center

Meeting Minutes

Monday January 23, 2017

Tom Devlin called the meeting to order at 7:05pm

Attendance:

Committee: Tom Devlin, Bob Werme, Chris Menn

Staff: Sarah Guimond

1. **Vacancy:** There are two openings on the Committee, email cable@douglasma.org or call 508-476-4000 ext 122 if interested.
2. **Financials:** *Report from Town Finance Director Attached. 2018 budget will be submitted with 3% increase in all line items. The motion was made by Bob Werme and seconded by Chris Menn. Unanimous approval.*
3. **Expenditures:** under the new single signer system started this month.
 - a. American Alarm: \$93.15
 - b. B&H Photo: \$718.00
 - c. Camera Company: \$ 41,531.50
 - d. Amazon: \$169.99
4. **Meeting Minutes:** *Meeting Minutes: Bob Werme moved to accept the minutes of the December 5, 2016 meeting as written. Chris Menn seconded. Unanimous favor.*
5. **Coordinator Report.** In Pat Aldrich's absence, the report was reviewed and accepted.
6. **Equipment.** *It was noted that the new playback equipment is now installed and operating. Bid from Apple in the amount of 937.95 was reviewed. Bob moved for approval of \$1000.00 for this purchase. Chris seconded. Unanimous approval. Other equipment needs will be reviewed at the next meeting.*
7. **Other Business:** Annual Report to Town will be submitted by Tom by deadline of January 31.
8. **Next Meeting:** February 13, 2017
9. **Adjourn:** *Bob moved to adjourn, Chris seconded at 7:23pm. Unanimous favor.*