

Douglas Cable Advisory Committee

Douglas Municipal Center

Meeting Minutes

Monday April 10, 2017

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

Attendance:

Committee: Tom Devlin, Bob Werme, Chris Menn

Staff: Pat Aldrich, Kay Bowen

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.*
3. **Expenditures:** Voucher with some general supplies.
4. **Meeting Minutes:** *Bob Werme moved to accept the minutes of the 3/13/17 meeting as written, Chris 2nd, unanimous favor.*
5. **Correspondence:** Charter Annual check \$61,698.60 which will fund FY18. Charter Annual Forms, Annual Fee, Town's official employee review form, Interim Town Administrator Dept. Information request.
6. **Municipal IT Network Upgrade 2018:** Some discussion over this item, which aims to replace network infrastructure within the Town Hall. Cable was asked to consider paying a portion, no action was taken due to IT dept putting the item on hold temporarily.
7. **Coordinator's Report:** *Pat's report attached.* Octoberfest 2016 Entertainment videos are completely edited, online, being broadcast. Annual Town Meeting 5/1 is coming up.
8. **Equipment:** Aja Ki Pro Rack installed, ISG quote \$8,193.75 total, will cover all three main recording stations, Resource Room, Community Room, High School, funding is available. No action yet. iPad movie mount package quote B&H Photo \$354.78 total, will enable use of iPad as a meeting camera for experimental purpose, funding is available. *Bob made a motion to spend not more than \$500 for the iPad movie mount package, Chris 2nd, unanimous favor.*
9. **Next Meeting:** Monday, May 8, 2017 @ 7pm
10. **Adjourn:** *Bob motioned to adjourn at 7:33pm, Chris 2nd, unanimous favor.*