

**Douglas Cable Advisory Committee**

**Douglas Municipal Center**

**Meeting Minutes**

**Monday July 27, 2015**

Mitch Cohen called the meeting to order at 7:05pm

**Attendance:**

**Committee:** Mitch Cohen, Tom Devlin, Chris Menn

**Excused Absence:** Bob Werme

**Staff:** Pat Aldrich, Angie Coe

1. **FY16 Reorganization:** Tom nominated Mitch as Chair, unanimous favor. Chris nominated Tom as Vice Chair, unanimous favor.
2. **Vacancy:** There is an opening on the Committee, email [cable@douglasma.org](mailto:cable@douglasma.org) or call 508-476-4000 ext 122 if interested.
3. **Financials:** *Report from Town Finance Director Attached.* Pat submitted a final reconciliation sheet for expenditures FY15. Mitch explained some changes to minimum wage requirements in town as it affects part time staff wages.
4. **Correspondence:** Selectmen letter to reappoint Mitch Cohen to the Cable Committee. Charter letter with emergency contacts. Simon Fairfield Library funding note. Charter bill for cable office digital cable box, zeroed out.
5. **Meeting Minutes:** Mitch noted that the computer that had been approved 6/22 has been ordered. *4/13/15 & 6/22/15: Tom motioned to accept as written, Chris 2nd, unanimous favor.*
6. **Cable Policy Review:** Discussion held until next meeting.
7. **Coordinator's Report:** Cable Newsletter August 2015, Monthly Meeting Reports June 2015 and FY15 final meetings report, Cable has been reconciled with Town Finance Director for FY15, KidMissing 13 has been shot and is being broadcast, DHS Shure mixer has been fixed via warranty and is back in operation, Pre-ATM meeting discussion will be had with Mike Guzinski as the next meeting approaches, started work on a Douglas Fire Department video project highlighting their resident volunteer programs, concert on the Gazebo will be filmed August 1. Cable goals will be discussed at a future meeting.
8. **Other Business:** FY17 budget request has been approved by the Board of Selectmen. Tom asked about 2nd floor buildout, still no news.
9. **Next Meeting:** Ad-hoc for August or September, depending on need.
10. **Adjourn:** *Chris motioned to adjourn at 7:29pm, Tom 2nd, unanimous favor.*