

Berkley Cable TV Advisory Committee Meeting Minutes

December 16th, 2024

In-attendance: Arlene Medeiros
 Joseph Sousa
 Kerri Ann Auclair
 Bill Hoy
 Brittany Blaney

1. **Call to order:** 6:04
Moved agenda item number 4 to number 2. Approved 3-0. Moved numbers 6,7,8 to number 2. Approved 3-0
2. **Acceptance of prior meeting minutes – October 8th, 2024,** with correction. Approved 3-0
3. **Treasurer’s Report: Signing of bills.** Total \$308,098.48 Balance
4. **Interview Camera operator applicant – Keegan Cravinho. Available during the day.** Approved 3-0.
5. **Town Meeting – Article 6** Pertains to cable. Need to submit CAC budget for the year.
6. **Issue with closed caption –** Showing up garbled on the TV screen. Brittany reached out to Cable cast to ask what the issue might be.
7. **Brittany Blaney-Report** KVM working. Working on disposal inventory.
 - a. **Channel 9 with problems Comcast** MPEG files were the issue with programming. Added music to the bulletin board.
 - b. **Microphone recommendation for COA room** Need voices to be louder. Putting a speaker on a pole would help. Bill suggested to all meet there to see what is up with the issue. Brittany reached out to the company who set it up to get some assistance.
 - c. **Quote for Town Administrator regarding broadcasting from Berkley Middle School –** CAC purchasing for all equipment needed. Going via YouTube with a single camera. We need to purchase a laptop as well along with a mobile small table.
8. **Bill Hoy Report –**
 - a. **Annual report status** Joe had the last edits. Bill will submit the final copy by December 2nd. Live picture might be compressed, Brittany looking at the issue. Jeff, Ann Marie, Madison, and Nathan are doing most of the assignments. Everything is covered for the week. COA, Jeff and Nate are good to go. Building a list of contacts of the vendors we use. Need a list of yearly events. The needed event coverage some be alerted to Bill. The fitness shows are on.

9. **Public input** – None
10. **Notice of next meeting date** – December 16th @6 Studio.
11. **Adjourn** – 7:40 Approved 3-0

Approved February 25, 2025