



TOWN OF BERKLEY

MEETING NOTICE

Received: 7/21/22 Time: 11:10 AM
Posted: 7/21/22 Time: 11:10 AM
K. Perkins

Town Clerk

(PLEASE PRINT OR TYPE LEGIBLY)

Name of Board or Committee: Cable TV Advisory Committee_____

Date & Time of Meeting: July 26, 2022 – 4:30 PM_____

Location of Meeting: Community Access Studio, 113 Padelford St, Unit C____
(physical address including room # or name if applicable)

And via **ZOOM**

<https://us02web.zoom.us/j/83649545662?pwd=M3djMWJTK2pJbUNSWGd4OEEdNeDNNUT09>

Arlene Medeiros – July 21, 2022_____

Clerk/Board Member posting notice & date

Cancelled or postponed to: _____

Clerk/Board Member cancelling/postponing meeting: _____

AGENDA / LIST OF TOPICS

Review of matters, Votes may be taken

1. Call to order.
2. Acceptance of prior meeting minutes – June 28, 2022 and July 19, 2022
3. Treasurer's Report: Signing of bills
4. Studio Director position update
5. Cleaning of studio
6. Coordinators Report:
 - a. Status of employees and schedules. Compromise to suggestion from committee to have camera operators edit video. Key cards.
 - b. Report on studio reorganization. Large storage rental from Malloch.
 - c. Alternate quote for studio set build help. Sample backdrop design.
 - d. Notice to scroll and social media looking for producers.
 - e. Work in conjunction w/ library.
 - f. Progress report on extended file storage.
 - g. Report on editing computer maintenance/repair
 - h. Report on Town Hall Control Room status.
 - i. Zoom, new changes to laws
 - j. Purchases - New tripod, Studio audience chairs
 - k. Sweetwater - Application for 30 day billing.
 - l. Receipts -Insulation foam glue and tape conversion
 - m. Any unforeseen business not foreseen by chair
7. Public input
8. Notice of next meeting date
9. Adjourn