



TOWN OF BERKLEY

MEETING NOTICE

Received: 9/15/22 Time: 11:55 am
Posted: 9/15/22 Time: 11:55 am
K. Perkins

Town Clerk

(PLEASE PRINT OR TYPE LEGIBLY)

Name of Board or Committee: Cable TV Advisory Committee_____

Date & Time of Meeting: September 20, 2022 – 6:00 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/9329005165?pwd=bkJlOFhCN3YwK2o3YzhKOFCzUFRWUT09>

Arlene Medeiros – September 15 2022, 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 – August 23, August 30, August 31, and September 14, 2022
3. Treasurer's Report: Signing of bills
4. Studio Director position update and interview of possible candidate
5. Indoor storage shed recommendations
6. Clean up of editing room
7. Quote from Cablecast on annual hardware assurance contract
8. Coordinators Report:
 - a. Status of employees and schedules. Meeting coverage. Proposal for new hires.
 - b. Shows and producers. Status of notice to scroll and social media.
 - c. Progress report on extended file storage.
 - d. Communications and quotes from CTS.
 - e. Ballpark quote for background "flats" from carpenter.
 - f. Report on Town Hall Control Room HVAC status (Finished). Invoice for same.
 - g. Studio HVAC status.
 - h. Quotes for Town Hall. Wiring to COA for live coverage and/or simple hybrid setup (actual plus Zoom). Possibility of funding from grant.

- i. Link to VOD on Town Hall website.
- j. Observations on contract with Malloch and Town insurance.
- k. Hybrid meeting support proposal.
- l. Proposal for Monthly cleaning help.
- m. Observations on contract with Comcast and posting limitations. Notes on conversation with Tightrope (Cablecast)
- n. Other Purchases /Receipts. (Furniture strap for rack., etc.)
- o. Any unforeseen items.

9. Public input

10. Notice of next meeting date

11. Adjourn