

PACC Meeting Minutes
Monday, August 8, 2022
TC Passios School, Room 11
Lunenburg, MA

Roll call:

1. Meeting was called to order at 2:01 pm.
2. PACC members present:
 - a. Steve Walker, Steve Archambault, Paul Sarapas, Pete Lincoln
3. PACC excused: Faith Beall,
4. Manager: Jo McLaughlin

Public Comments: - None

Committee Comments:

- P.Lincoln expressed the need for air conditioning due to oppressive heat/humidity during recording sessions in the PACC room.
- Motion to have J.McLaughlin begin the process of requesting air conditioning. (P.Lincoln, 2nd S.Sarapas – passed)

Communications: none

Approval of Minutes:

- July 11th minutes approved (P.Sarapas, 2nd P.Lincoln), passed

Manager's update:

1. New programs in July – Lunenburg's Farmer's Market, Resilience – Be Prepared & Band Concerts
2. New affiliate – George Mason University (downloaded Resilience – Be Prepared)
3. Have 30%-40% of CASTUS backed up. Will have the remaining videos backed up by week 3.
4. Production Technician – rewriting job application
5. Reviewing audio recorder Zoom H2
6. Working on FY23 PO's and updating spreadsheets
7. Will be working on project list for Ace student intern in August.
8. Attempting to set up VPN on studio computers – process continues.
9. Will be contacting 1st Middlesex District Representative Candidates to record 10 minutes in studio.
10. Daily program updates, scheduling, editing, staff coverage, finances, etc.
11. Ending Balance \$933,828.54
12. Reviewed July/August programing. Local programing is up to @ 46%.
13. Church is now an automatic live stream. A good test of the new system.
14. There is a need to upgrade all the Macbooks. J.McLaughlin will reseach. Motion P.Sarapas, 2nd S.Archambault up to \$10,000 to purchase apple computer and related hardware to replace current Macbooks. (Passed)
15. J.McLaughlin will try to visit the Provincetown studio during her vacation to the area.

16. As an aside, P.Sarapas thanked J.Mclaughlin for her detailed report.

Future Studio Space:

- No report
- PACC tried to record the Municipal Building Design Committee meeting. The chair, due to unforeseen issues, decided to use a private zoom account. Which CASTUS did not recognize. J.McLaughlin will retrieve the video from the chairperson.

PACC FY23 Meeting Times/Dates:

- PACC will meet the 1st Monday of each month. In the event of a holiday or a snow event the committee will meet on the next Monday.
- S.Archambault will check on the availability of the Sudolnik Room at the Lunenburg Town Library to host meetings.

Miscellaneous:

- P.Lincoln requested the committee create a PACC Contact sheet for committee members. S.Archambault will collect and create.

Adjournment:

1. Next meeting is September, time 6:00 pm. Please, note it will be held in the Sudolnik Conference Room at the Lunenburg Town Library.
2. Meeting adjourned at 3:13 pm
 - a. (motion - S.Archambault, 2nd P.Lincoln - passed).