

PACC Meeting Minutes
Monday, September 12, 2022
Suldonik Conference Room, Lunenburg Town Library
Lunenburg, MA

Roll call:

1. Meeting was called to order at 6:09 pm.
2. PACC members present:
 - a. Pete Lincoln, Steve Archambault, Faith Beall (via zoom)
3. PACC excused: Paul Sarapas, Steve Walker
4. Manager: Jo McLaughlin

Public Comments: - None

Committee Comments:

- P.Lincoln applauded quality of Band Concert videos
- P.Lincoln asked about progress of Production Engineer

Communications: None

Approval of Minutes:

- August 8th minutes approved (F.Beall, 2nd P.Lincoln), passed

Manager's update:

1. New affiliate on MMX Hamburg Township in Michigan
2. Researched MacBook prices. Estimated cost for 3 is \$14k plus software
 - a. Motion to increase amount from \$10k to \$15k
 - b. F.Beall, 2nd S.Archambault - passed
3. Edited Production Tech job description, awaiting approval by Personnel Committee
4. Purchased Air Conditioner for studio – waiting for install
5. Working on ARPA Fund proposal and form. Due September 30th
6. ACE student will begin internship next week
7. Set up interviews for new videographers
8. Preparing to record and broadcast HS football
9. Ending balance for August \$876,719.01
10. Program analysis, added new Social Security video
11. Reviewed Program Calendar

Warrant Discussion: No Report

ARPA Funding Proposal:

1. J.McLaughlin presented the application that she and S.Walker created
 - a. Proposal addressed 3 areas to better meet the needs of the town
 - i. Broadcast improvements on & off site (\$47,390)
 - ii. Administration (\$1,800)
 - iii. Production (\$14,000)
 - iv. Total (\$67,590)

- b. Motion to accept proposal for submission and allow J.McLaughlin/S.Walker to make any necessary revisions – S.Archambault, 2nd F.Beall - passed

Future Studio Space: - Tabled

Adjournment:

1. Next meeting is October 3rd, 6:00 pm. Please, note it will be held in the Sudolnik Conference Room at the Lunenburg Town Library.
2. Meeting adjourned at 6:51 pm
 - a. (motion – F.Beall, 2nd S.Archambault - passed).