

PACC Meeting Minutes
Monday, May 8th, 2023
Suldonik Conference Room, Lunenburg Town Library
Lunenburg, MA

Roll call:

1. Meeting was called to order at 6:01 pm.
2. PACC members present: Steve Walker, Pete Lincoln, Steve Archambault, Faith Beall, Paul Sarapas
3. Manager: Jo McLaughlin

Public Comments: - None

Committee Comments:

- P.Lincoln asked if nominations item was added to agenda (yes)
- P.Sarapas mentioned that the PAC Youtube channel was displaying ads. Suggested looking into the possibility of monetizing the adds on our channel.
- Motion – to have P.Sarapas look into the possibility of monetization of the PAC Youtube channel. (P.Sarapas, 2nd P.Lincoln, passed)

Communications: None

Approval of Minutes:

- April 10th, 2023 minutes approved as amended
- motion - P.Lincoln, 2nd P.Sarapas, passed

Nomination of 23-24 Officers:

- Discussion on process, Town Hall has not sent any info.
- Tabled until the July meeting.

Manager's update:

- IT installed new RAM into CASTUS – working well.
- Put laptop in control room to control CASTUS. Opens up more memory/processing power for live streaming.
- Two new affiliates on MMX (Framingham & Springfield).
- “Movie Talk” picked up by Oradel, NJ & Framingham.
- Received camera and video rules from Lunenburg Water District. Committee reviewed and discussed the list. Document sent to Town lawyer for review.
- J.McLaughlin inquired about “Fair Use” for movie clips on MassAccess forum. She shared a document with basic “Fair Use” guidelines. Information will be included in all video project instruction.
- Recorded “Are You Smarter”. Only a few audio issues that were cleared up quickly. New CASTUS set up worked well.
- Recorded Town Meeting. There were no audio issues, went perfectly.
- Requested “Plug and play” new CASTUS encoder demo with Keycode Media (Access A/V).
- Received correspondence that School Committee would like to have their meetings at LHS streamed live to Ch99. PAC is working on details.

- Program analysis has PAC operating at 70% local programming. PAC is ahead of last year's total local programming. We currently have 98 shows vs a total of 82 last year.
- LHS Graduation is scheduled for June 6. PAC is planning on live streaming the event.
- Auditorium test bed is done and PAC will create a "baby" test bed for the next level. S.Walker was very pleased with results and process.
- Budget Balance - \$948,396.51

Enterprise Fund Investment:

- S.Walker researched possibilities. Response from Town Treasurer was that PAC is allowed to invest the money in specific things.
- There was discussion of process and possibilities.
- S.Walker proposed -
 - To invest \$720,000 of PAC reserve funds in 6 monthly laddered treasuries thru the Town Treasurer's office with Bartholomew being the investment agent.
 - Motion – F.Beall, 2nd P.Lincoln, passed

PAC Equipment set up policy review/update: passed over.

Personal Use Policy Update:

- Tabled
- Need to run wording of policy by Town lawyer.

Future meeting dates:

- June 12th set, need to book library for July 10th. 2023-2024 calendar and dates to be discussed then.

Adjournment:

- Next meeting is June 10th, 6:00 pm. Please, note it will be held in the Sudolnik Conference Room at the Lunenburg Town Library.
- Meeting adjourned at 7:1 pm
 - (motion – S.Archambault, 2nd P.Lincoln - passed).