

Minutes
West Boylston PEG Board
3/17/2016
West Boylston Town Hall
6:30

In attendance: Rich Simmarano, Carol Parker, John Schlichte, Chis Rucho, Shannon McInerny

The minutes of the 2/11/16 minutes were read and accepted.

Financial

- Carol and Rich have signed the necessary paperwork at Clinton Savings Bank.
- The board now has a debit card attached to the Friends account.

Equipment and Software

- Chris reported that he will continue to look at possible cameras to purchase.
- Shannon will check with Charter on a switching device
- The Board of Selectman is looking into putting in a projector.
- The studio could use some filing cabinets for old forms and confidential papers
- Because of a problem of noise in the recording room, we need to check with the Building Inspector to see about possibilities. Shannon estimates a cost of \$100-150 to complete the job.
- Shannon will check with the camera company in Dedham to see about correcting the “popping” noise during the Planning board meetings.
- Rich will set up separate computer profiles for John and Shannon to use on existing computers instead of getting another computer in the studio.
- Charter resolved broadcast sound issues.
- Rich will do more research on switching from Tightrope equipment to Castus.
- There was discussion about keeping our internet places secure regarding passwords and old bulletins that previous producers could access.
- Carol reported the assurance plan on the software expired on 2/4/14.

Producer’s Club

- The status of the Producer’s Club was discussed. It seems that there is no real direction for the students and they are not motivated. A meeting with the Librarian, Principal and V-Principal to discuss these issues.
- Rich will follow-up at the High School in regard to the equipment on a paid basis.
- Brittany was hired to train Shannon at the High School.

Staffing

- A motion was made and passed to increase Shannon’s hours to up to 20 and Amanda’s up to 15 hours per week.

WBPA-TV Improvement

- There was general discussion about improving WBPA-TV. The Board suggested getting information from other towns about how they run their stations. If the board came up with questions, Nancy Lucier could send out these questions to various stations.
- Brittany will be contacted to help Shannon take over the YouTube site.
- Carol will work on apparel for the staff with Dave Connor of Stitch-it Embroidery.

A motion was made and approved to indicate that the moving or modifying of studio equipment or software is to be done with the notification and approval of the (Interim) Access Coordinator and/or PEG Coordinator.

The meeting adjourned at 9:00.

Respectfully submitted by Carol Parker, Secretary