



-MINUTES -

THURSDAY, FEBRUARY 22, 2018

ONE PEARCE MEMORIAL DRIVE, SAUGUS, MA

- Meeting called to order at 7:07 pm
- Attendance: BOD Directors - Bill Williamson, Fatima Allan, Donna Sordello, (Al DiNardo via telephone)
- Bill Williamson made a motion to accept minutes from 12/18/17, with a correction to remove “executive” from the minutes to be approved. Motion was 2nd by Donna and **Motion passed: 3-0**
- **Treasurers Report:** Fatima presented treasurers report stating the exact monies in the operational account and debit card account for the month of January 2018, Fatima explained we will monitor these accounts for the previous month at every BOD meeting. Donna moved to accept Treasurers Report that was 2nd by Bill. **Motion passed 3 -0**
- Others in Attendance: Bryan Nadeau, Executive Director, James Wlodyka
- **Old Business Discussion - possibility of Moving Saugus TV to 13 Main Street** – Al DiNardo opened discussion by stating the importance of hiring a plumber & electrician to give their professional opinions of the work that needs to be done initially. Bryan stated that he is waiting for the completed opinion of the lighting design specialist as well. Bryan & The BOD all agreed that this building has potential for Saugus TV to occupy within a year or so with all the necessary construction. Other questions brought up: How long is ATM contracted for ? Can this building be purchased from owner if BOD is interested in future ? Discussion ended with Bryan stating that he will contact owner, plumber & electrician with numerous questions & concerns from the BOD.
- **Policies & Procedures:** Donna voted to table Policies & Procedures until next meeting that was 2nd by Fatima – **Motion passed 3 -0**
- **Employee Handbook** – discussion was for review only. Bryan stated that Saugus TV must have specific policies in place – Fatima asked if we could use Town Hall employee’s handbook as a guidance for Saugus TV. This will be addressed at next meeting.
- **Executive Directors Report:** Bryan stated that we are trying to make the studio more user friendly for the members and the school kids. Currently the H.S. kids working on a wrestling production and many other programs. Bryan thanked the Board for allowing Saugus TV to purchase 8 new computers that will be very helpful to the staff and training new members, we will also be adding new software to the computers, hopefully we will be livestreaming many events and can add an additional TV Station.
- **Citizens Forum:** James Wlodyka commented on the new building, if Saugus TV does consider moving to Main Street, that it is a smaller building but seems like it can work for a lot less money than building out the MEG. James also suggested to rent storage space as needed for additional equipment.
- Donna moved to adjourn meeting that was 2nd by Fatima
- **Meeting Adjourned: 8:06 p.m.**

Next BOD meeting has been scheduled for Tuesday, March 27, 2018 @ 7:00 pm