



**Monday December 3, 2018 @7:00 pm**  
**Meeting Minutes**  
**SAUGUS HIGH SCHOOL**

- Meeting called to Order @ 7:03 pm
- Attendance: Al DiNardo, Fatima Allan, Donna Sordello, Bill Williamson - Sue Palomba not in attendance
- **Accept minutes from 11/13/18:** Donna made a motion to accept minutes that was 2<sup>nd</sup> by Chair

**Motion passed 4/0**

- **Treasurers Report:** – Fatima presented the Treasure’s Report to the Board of exact monies in operations account for the month of October 2018, Board agreed with accounts, Bill motioned to accept treasurers’ report that was 2<sup>nd</sup> by Chair

**Motion passed 4 -0**

- Discussion on 30 Main Street location – Fatima stated that the Board of Directors for Saugus TV will go before the Selectmen on December 5, 2018 and ask for a transfer of money from the town account to the construction account to continue with architectural plans and surveying of the property. The architect will get bids from local contractors to move forward with building the new studio. All legal documents between the two boards will be reviewed by both attorney’s and signed by the Historical Society board and the chairman for Saugus TV.
- Discussion regarding Saugus TV Audit for 2017 & 2018 – The town accountant Wendy Hatch will be contacted to review previous records and advise the TV station if an audit is required immediately.
- Employee raises will be given to each Saugus TV employee up to 3% during yearly review.
- Bryan stated that his staff is moving right along with all Town events. Holiday Tree Lighting was a great evening and staff did very well with this event. Class of 1918 went very smooth, Janice Jarosz especially satisfied. Staff busy with winter sports, town meetings.....etc. – doing a great job!
- Al wanted to acknowledge the Staff of Saugus TV for doing a great job on day to day operations.
- The Board agreed to a simple IRA for the employees of Saugus TV, the company will match up to 3% per employee. This will be up to each individual to contribute as they wish. Fatima voted to accept this motion that was 2<sup>nd</sup> by the Chair. **Motion passed 4-0**

Next regular scheduled meeting will be Thursday, February 7, 2018 at 7:00pm

Bill motioned to adjourn meeting that was 2<sup>nd</sup> by the Chair - **Motion passed 4-0**

Adjourn 8:16 pm