



Thursday November 16, 2023 @ 6:00 pm
30 Main Street, Saugus
Meeting Minutes

- Meeting called to Order @ 6:02 pm
- Board Members Attendance: Donna Sordello, Sue Palomba, James Alcott, Maureen Whitcomb
- October 19, 2023 - Minutes – Donna motioned to approve minutes – Jimmy 2nd the motion

Motion passed 4/0

October 2023 – Treasurer’s Report – Maureen motioned to approve report, Donna 2nd the motion

Motion passed 4/0

- Rachel Brugman monthly update

Rachel Brugman, gave an update on SCTV’s monthly calendar for October 2023.

25 sporting events and 8 meetings from town boards alike. There were 22 productions completed as well. There were 13 candidate speeches aired as well as 45 candidate slides.

Re: 2023 Election Coverage Review – The election was well covered with 13 candidate speeches aired as well as 45 candidate slides. The charter commission meetings were viewed 383 times as well.

Re: Studio audio Update – Rachel spoke of how the studio audio is in good working order without issues.

Re: Town Hall Installation Update/Town Hall Connectivity – There continues to be a “buzzing” noise during shows at times that has yet to be corrected. At times during peak times there are shows that freeze for periods of time.

Re: Conversation with vendor about issues at Town Hall – There is no current update on the internet connectivity status. Donna asked why did we not review the connectivity and if Key Code Media and Town Hall had discussed the situation before install. Rachel admitted she made an error and did not review this piece of the project. Jimmy asked for a meeting either live or via phone with the entire board as well as Key Code Media in the coming weeks.

Rachel informed the board of directors she is submitting her resignation effective 11/30/2023. The board of directors accepted her resignation and will discuss next steps on recruitment for a replacement.

Re: Citizens Comments: Sharon Saulenas was present as she is a prospective board member. Sharon gave the board a snapshot of her work history as a registered nurse. Sharon spoke about how she has been working on a podcast at SCTV for many months.

Re: Board Member Comments: Sue suggested we change the day of the monthly board of directors meeting from Thursday to accommodate staff schedules.

Donna motioned to adjourn the meeting at 7:27pm and was 2nd by Sue

Motion passed 4/0

Next meeting is 11/29/2023 at 6:00 PM.