



Wednesday March 18, 2021 @ 6:00 pm
Meeting Minutes
SCTV - 30 Main Street

- Meeting called to Order @ 6:01 pm
- **Attendance:** Donna Sordello, Maureen Whitcomb, James Alcott, Sue Palomba

February 18, 2021 minutes – Maureen made a motion to approve minutes that was 2nd by Donna
Motion Passed 4/0

February 24, 2021 minutes – Maureen made a motion to approve minutes that was 2nd by Donna
Motion passed 4/0

March 3, 2021 minutes – Donna made a motion to approve minutes that was 2nd by Maureen
Motion passed 4/0

Treasurer Report & Petty Cash Report – February 2021 - Donna made a motion to approve bank statements that was 2nd by Sue
Motion passed 4/0

March 3, 2021 minutes – Donna made a motion to approve minutes that was 2nd by Maureen
Motion passed 4/0

Treasurer Report & Petty Cash Report – February 2021 - Donna made a motion to approve bank statements that was 2nd by Sue
Motion passed 4/0

Peter Rossetti was in attendance to discuss insurance policies for SCTV and SHS going forward, he explained to board members about the current policies in place and will need to increase property values for SCTV, he will get exact pricing for renewals. The policies that will be revised by Rossetti Insurance are Directors & Officers, Professional Broadcasters liability, Workman's compensation and Property that should be increased to at least \$700,000. Peter would like to use Chubb Insurance to quote these policies when up for renewal in June 2021.

Bill Williamson, previous SCTV Board member, with a background in insurance, was in attendance as he was part of the initial insurance policy decisions from the start of construction. Bill's suggestion was to use Rossetti Insurance for joint coverage in the building. Due to his dedication to SCTV the Board decided to have Mr. Kowalsky come to next meeting to discuss current coverage.

- Roll Call was taken to appoint Maureen Whitcomb as SCTV Treasurer:

Donna Sordello – Yes Sue Palomba– Yes James Alcott-Yes Motion passed 3/0

Corrine Riley was in attendance to answer any BOS questions that SCTV board members may have, Corrine mentioned that an additional board member for Saugus TV will be appointed soon, she said the clerk will swear in a 5th person to serve on the board of directors.

- SCTV Board members signed the open meeting law certificate that will be sent to Town Clerk, Ellen Schena.
- Donna stated the lease must be re-written as soon as possible due the new amortization cost of the building that it is almost complete.
- Bryan stated that the 2020 audit is currently in process and will update board when complete.

Executive Directors report:

Bryan stated that he participated in the initial forum for Saugus United 2035 project during a conference call, he said there will be more meetings going forward.

Crew completed for February & March; students podcast, 4 studio shoots, 2 cooking shoots, 10 municipal meeting also covering fall 2 football season and The Press Box coverage with Jimmy Alcott.

Budget completed for BOS 3/23/21 meeting, inventory is complete and will be sent to auditor and town hall with budget. Inventory is also complete and will be given to auditors, insurance agents and BOS to be incorporated with FY21 budget.

Cameras at middle school will be on the BOS agenda on March 23, 21 and Bryan will address this with the selectmen.

Bryan will contact other local access organizations to find out about self-sustainability and streaming sports live directly on Saugus TV. Also working on rate sheets for charging various fees

Donna motion to adjourn meeting @ 8:06 pm that was 2nd by Maureen.

Motion passed 4/0