

In Attendance:

Bill Millios, Coordinator

Jose Rivera, Committee Member

Neal Janvrin, Committee Member, Select Board Representative

I. The Coordinator called the meeting to order at 6:30 pm. All rose for the Pledge of Allegiance.

II. Neal made a motion to approve the minutes of November 21, 2022 as written. Jose seconded and the vote was 3-0.

III. Chairman's Report - None

IV. Coordinator's Report

A. Bill mentioned that the filming of the Wreath of Remembrance ceremony in December went well. He stated that last year the Deliberative Session and Memorial Day they broadcast these using Zoom broadcasting and the sound was fine, this year at the Public Budget Hearing the filming was good and the rebroadcast is fine including the sound. When it was broadcast live through Zoom the sound was compressed and choppy with static. Bill would like to research Zoom more. He mentioned a broadcast box that was pre-Castus, in the gym and library, they used to broadcast live with those, they are analog, Bill will research if this can be used again.

B. Bill updated the broadcast schedules which are run on FCTV and the Town Newsletter.

C. The process to complete timesheets was reviewed.

V. FCTV financials – The current working balance in the FCTV revolving account is \$39,547.98.

Bill mentioned that the Coordinator and Camera Operators stipends were approved by the Select Board, and were started the first week of the year.

Castus support will need to be renewed at the end of the month and Bill will give the Select Board the paperwork for \$1,200. Neal made a motion to renew the Castus subscription for another year. Jose seconded the motion and the vote was 3-0.

VI. Next meeting: Neal mentioned the next meeting is **March 20, 2023**.

VII. With no further business before the Committee Neal made a motion to adjourn the meeting at 6:44 pm. Jose seconded the motion, and the vote was unanimous 3-0.

Respectfully submitted,

Kathy Clement
Recording Secretary