

**MILFORD GOVERNMENT ACCESS TELEVISION COMMITTEE (MGAT)
REGULAR MEETING
APRIL 24, 2018**

The Milford Government Access Television Committee (MGAT) held its Regular Meeting on Tuesday, April 24, 2018 in the Board of Education Meeting Room (1st floor) in the Parsons Complex. Chairwoman Flannery called the meeting to order at 7:07 p.m.

I. Roll Call

Committee Members Present

Kara Flannery
Nija Phelps
Chris Hiza
Jessica DeYoung

Absent: Gayle McMillan

II. Consideration of Minutes of March 24, 2018 meeting

Mr. Hiza and Mrs. DeYoung made and seconded a motion to amend the minutes of March 24, 2018 to include notes of public comment that was made during the meeting.

Motion carried unanimously.

II. Public Comment - None.

III. Treasurer's Report

\$350 left from Secretarial Fees
\$7,725.62 left from Government Cable Service
\$500 left from Special Equipment Servicing
\$200 Office Supplies and Expenses
\$3,364 left from Donations

The committee discussed spending needs between now and the end of the fiscal year.

IV. Chairwoman Flannery's Report

Chairwoman Flannery stated she would be presenting this Committee's budget before the Board of Aldermen and would address the necessity for the increase. She also spoke regarding the Policies and Procedures being developed and the need to complete that work. A brief discussion ensued regarding the need for an OPS manual.

VIII. Unfinished Business

a) Internship program and partnership with Milford Public Schools – Ms. DeYoung reported that she is waiting to hear from Kathy Bonetti on whether or not we will be able to engage students in filming graduations. Since our superintendent and assistant superintendent are leaving their positions this year, we will most likely wait until there are new people in the position to discuss this new venture.

b) Review of Goals and Priorities – Committee discussed having Brooke Cirillo doing a review and documenting operations and workflow. Ms. Flannery will speak to Arney about working on an equipment inventory. Additional priorities will be discussed at the next meeting.

Chairman Flannery asked that Policies and Procedures be added to next month's agenda as well.

IX. New Business

Vice-Chair Nija Phelps will take over as MIS liason. She also suggested that we have a Facebook page, that will be discussed at the next meeting.

X. Adjournment

Being no further business to discuss, Mrs. DeYoung and Mr. Hiza made and seconded a motion to adjourn. Motion carried unanimously.

Nija moved to adjourn the meeting and Chris seconded at 8:00 p.m.