

**MILFORD GOVERNMENT ACCESS TELEVISION COMMITTEE (MGAT)
REGULAR MEETING
SEPTEMBER 25, 2018**

The Milford Government Access Television Committee (MGAT) held its Regular Meeting on Tuesday, September 25, 2018 in the Board of Education Meeting Room in the Parsons Complex. Chairwoman Flannery called the meeting to order at 7:09 p.m.

Roll Call

Committee Members Present

Kara Flannery
Jessica DeYoung
Chris Hiza

Excused: Nija Phelps, Gayle McMillan

Public Comment

None.

Consideration of the minutes of August 28, 2018

Mr. Hiza and Mrs. DeYoung made and seconded a motion to approve the minutes of the special meeting held on August 28, 2018. Motion carried unanimously.

Treasurer's Report

Mr. Hiza reported balances as follows: Donation \$2,130.22, Project Account (Grant) \$26,018, Govt. Cable Service \$23,950, and Office Supplies \$200.

Line Producer's Report

No report.

Chairman's Report

Chairwoman Flannery extended deepest sympathies to the family of Phil Kearney who recently passed away. A brief discussion ensued regarding the creation of a memorial of some type. She also reported DNR covered September 11 and that coverage would be needed for October 1 and 2, 2018. A brief discussion ensued.

Unfinished Business:

a) Internship program and partnership with Milford Public Schools – Mrs. DeYoung stated she had not reached out to the new superintendent, Dr. Cutaia and suggested the initial contact should come from the Chairwoman. Mrs. DeYoung stated following that initial contact she would meet with Dr. Cutaia to discuss her visions with MGAT and Milford Public Schools. The Committee agreed the first partnership goal should be to film high graduations which should not be a problem with the live stream available. A brief discussion ensued.

b) Update on Review and Document MGAT Operations and Workflow – No report.

c) Update on Equipment Inventory – No report.

d) Policies and Procedures – The Committee reviewed the first three (3) pages of the six (6) page proposed draft, with suggested edits. Chairwoman Flannery stated the Committee would continue the review at the October meeting with the hope in voting on the Policies and Procedures at the November or December meeting.

e) GATA Grant and Upcoming Projects – Chairwoman Flannery reported the new server is coming in November for the sling studio as well as a desk top unit. A brief discussion ensued.

New Business:

a) Budget Review – Chairwoman Flannery stated they would be looking for another person who can provide filming services and help with programming. She also stated they needed to look at the budget regarding costs, but that she believed the monies were available in the budget. She also reported they would be receiving a bill from DNR in December. A brief discussion ensued.

Adjournment

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

The meeting adjourned at 7:58 p.m.

Respectfully submitted,

Kathleen A. Kennedy
Recording Secretary