**MILFORD GOVERNMENT ACCESS TELEVISION COMMITTEE (MGAT)**

**REGULAR MEETING**

**MARCH 22, 2022**

The Milford Government Access Television Committee (MGAT) held their Regular monthly meeting on Tuesday, March 22, 2022, via Zoom teleconference. Chairwoman Flannery called the meeting to order at 7:36 p.m.

**I. Roll Call**

Committee Members Present Also Present

Kara Flannery, Chairwoman Blessing Nwaohuocha

Nija Phelps

Nicole Servas

Excused: T. Manning, M. Arciuolo (BOA), S. Moulton (BOA)

**II. Public Comment**

None.

**III**. **Consideration of Minutes of the Special Meeting held February 22, 2022**

Chairwoman Flannery stated the Committee would pass on approval of the minutes from February 22, 2022. She stated she would prepare the minutes from the February 22, 2022, meeting. She also stated she would provide the Committee with the minutes from the November 11, 2021, special meeting.

**IV. Treasurer’s Report**

Chairwoman Flannery reported she created MGAT Committee files in Google docs. She stated minutes, financials, etc could be found in the files. Chairwoman Flannery shared her screen with the Committee and went over the current numbers in the treasurer’s report. She noted they are close with the end of the fiscal year still 3 months away. Chairwoman Flannery noted when the Board of Education resumes their meetings in their meeting room it will cut costs in half. A brief discussion ensued.

Ms. Phelps asked the Chair the figure she would be most comfortable in the budget.

Chairwoman Flannery replied $11,000 is a solid number.

**V. Producer’s Report**

Chairwoman Flannery deferred to Mr. Nwaohuocha. He stated he had no formal report at this time. He agreed they could save a great deal of money when the Board of Education returns its meetings to the BOE Meeting Room. He also commented there is a lot of balance in the recording of the various meetings. He also stated there are a great deal of benefits MGAT provides to the residents. A brief discussion ensued.

**VI. Chairman’s Report**

Chairwoman Flannery reported a new laptop was purchased, along with a computer, another camera, and a travel audio system for remote events. She also reported she received a request to film Milford’s Saint Patrick’s Day Parade, however due to many factors they were unable to do so. A brief discussion ensued.

Chairwoman Flannery reported there is still an issue with the volume on the two channels, Channel 78, and Channel 79 and that they are working to address the problem. She stated Lindsay is looking into the issue as well. Chairwoman Flannery also reported Lindsay is working with networking the two studios.

**VII. Unfinished Business**

a) Policies and Procedures - Chairwoman Flannery reiterated she created Google Files. She also reported the Policies and Procedures have not been looked at since 2009, however there are some drafts updates that were done in 2013, 2019 and 2020. A brief discussion ensued.

Chairwoman Flannery stated it would be a benefit to have the documents available to show the procedures and how MGAT does things.

Ms. Phelps stated she would look at the prior procedures.

**VIII. New Business**

 a) Programming Schedule – Chairwoman Flannery stated the Mayor’s Youth Awards are being held May 12, 2022.

**IX. Adjournment**

Being no further business to discuss, Ms. Phelps and Ms. Servas made and seconded a motion to adjourn. Motion carried unanimously.

The meeting adjourned at 8:03 p.m.

 Respectfully submitted,

 Kathleen A. Kennedy

 Recording Secretary