

Town of Chester – PACT Committee Meeting – October 30, 2018

APPROVED Minutes
Town of Chester
PACT Committee Meeting
Tuesday, October 30, 2018
Rangeway Meeting Room

I Preliminaries

1.1 Call to Order

Bob Grimm, Chairman, called this meeting of the PACT Committee to order at 7:10pm.

1.2 Pledge of Allegiance

Chairman Grimm led attendees in the Pledge of Allegiance.

1.3 Roll Call

Members Present:

Bob Grimm, Chairman
Karl Knudsen, Secretary
Chuck Heuer Treasurer via Telephone was out of state
Mike Romick, School Board Liaison

Member Absent:

Jack Cannon, Vice Chairman arrived at 8:00 pm
Stephen D'Angelo, Selectman Liaison
Terry Traynor

1.4 Additions or Deletions - None

1.5 Approval of Minutes – October 16, 2018

Secretary Knudsen moved to approve the minutes of October 16, 2018 as written; Chair Grimm seconded the motion. The vote was unanimous in the affirmative; so, moved.

II. REPORTS

a. PACT Coordinator Ms., Demers

- Updated committee that she has spent her time from the last meeting working with Treasurer Heuer and Chairman Grimm filling out the application for the CIP and working on the narrative. Discussion took place about what equipment is being asked for and the use of the new NDI technology.
- Facebook and Website will be worked on now that the initial work on the CIP is done.

b. Treasurer Report Mr. Heuer

- Treasurer Heuer had no updates at this time.

III. OLD BUSINESS

- ### **a. Studio Equipment Purchase Updates** – Chair Grimm said the equipment for the two cameras and is accessories have been purchased and have arrived.

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- b. Tri Caster Repair Update – Chair Grimm said that Robert Haigh from Access AV who came in on a Saturday afternoon and reviewed the issues with the audio and ME1 black screen. It was found out that some updates of contents were not uploaded. Missing content was uploaded and now available.
- c. JVC Field camera has returned is now back online.
- d. Website – see Coordinator Report above
- e. Facebook page – see coordinator report above

IV. NEW BUSINESS

- a. CIP – discussed above
- b. Preliminary Budget for 2019-2020 – Since the CIP is underway Chair Grimm asked to have items ready to review for the 2019-20 budget.
- c. Transfer of VHS tapes to digital format – a schedule will be set to get the VHS tapes from Stevens Hall as well as an inventory of outdated equipment.

V. POLICIES and PROCEDURES - None

VI. ROUNDTABLE

Treasurer Heuer asked about having the PACT meetings the second Wednesday of the month which will give and the finance director time to have an update on the PACT finances.

VII. Anticipation of Next Meeting – Wednesday, November 14, 2018 7:00 pm

VIII. ADJOURNMENT

Motion made by Secretary Knudson to adjourn the meeting. Second by Treasurer Heuer. No Discussion. Chair Grimm called for a vote on the motion. The vote was unanimous in the affirmative.

The meeting was adjourned at approximately 7:40pm.

Respectfully Submitted,

Robert Grimm
Chair
Chester PACT