

SAUGUS TV-MINUTES
TUESDAY MAY 8, 2018
ONE PEARCE MEMORIAL DRIVE, SAUGUS, MA

Meeting called to order at 7:05 pm

Attendance: - Al Dinardo, President - Donna Sordello, Vice President, Fatima Allan, Treasurer, Bill Williamson, Assistant Treasurer, Sue Palomba, Board Member

Accept minutes from 3/27/18: Bill made a motion to accept minutes that was 2nd by Al DiNardo Motion passed 5 – 0

Accept minutes from 4/5/18: Bill made a motion to accept minutes that was 2nd by Al DiNardo Motion passed 5 – 0

Accept minutes from 4/26/18: Bill made a motion to accept minutes that was 2nd by Al DiNardo Motion passed 5 – 0

- **Treasurer’s Report:** – Fatima presented the Treasure’s Report to the Board of exact monies in operational & debit card accounts, Board agreed with accounts and Sue motioned to accept report that was 2nd by Chair – Motion passed 5 -0, Fatima went on to explain that Saugus TV has been paying all Saugus TV Insurance bills in full for the 2018 year.
- **Update of location/re-location -** Bryan Nadeau presented a spreadsheet of a minimum of 12 locations that were researched for re-location for Saugus TV, (list attached), also he stated that price of moving the studio to any Route 1 location will be extremely expensive per square footage as opposed to finding a location locally such as, Saugus Center or Cliftdale. Also, the fact that he feels as though there would be a danger for walking Saugus school students to get to any Route 1 location. Attached list also has pros & cons of each location viewed. The focus of the move currently is to re-locate to the 13 Main Street building and to go forward with the most feasible architectural plans. In the interim there will be meetings with the owner of this property as well to discuss assorted options of building up or using the existing building as is.

Al asked that we have a couple of plans in place with cost included:

Plan A – (build an addition on building with a 10-year lease)

Plan B – (occupy entire building with offices in basement with a 5-year lease)

Both plans will have “options to buy” if owner decides to sell or can no longer pay mortgage

Board asked Bryan for his opinion on a location move and a time line, he stated that the best location for this studio is 13 Main Street and it would take at least one year to build a new studio to coordinate & transfer all equipment to another location. Bryan has also done research on other Access TV stations in the North Shore, (list attached), for comparisons on monthly costs of paying rent or owning property.

Fatima and Donna agreed that Saugus TV go before the BOS as soon as all definite numbers are ready to be presented, Al asked Bryan to contact Mr. Varone, Building Inspector, to get his input regarding this location.

Sue stated that she will continue to look for locations in the Saugus downtown area, Sue asked about timelines and the necessity to make a quick decision, as stated by Bryan there is a lot of details involved in this move.

Bill agreed that this is the best location for the studio and we continue to move forward and not take a lot of time to research other locations. All Board members agreed that Route 1 should not be considered for the new home of Saugus TV.

Re-location will be discussed in detail at a future meeting at a date to be determined. It was discussed that Gabriel Farhart from the Eastern Bank building should attend another meeting.

- Update of 2016/2017 Audit – Al DiNardo stated that he is still working to resolve the previous audits to continue with the current 2017 audit.
- Update on Operating Procedures – This discussion was tabled until all information from attorney is ready. Donna made a motion to table this item that was 2nd by the Chair. Motion passed 5 – 0
- Executive Directors notes: The staff is busy with spring activities going on, also preparing for Founders Day. The station will be hosting a college intern working with the staff for the fall semester. Also, a lot of time and research is being consumed to find a location that is in the best interest for the Saugus Community Television Station and the residents of this town.
- Next scheduled BOD meeting will be held on Thursday, June 21, 2018 at the Saugus TV studio

Bill Williamson made a motion to adjourn the meeting that was 2nd by the Chair - motion passed 5 – 0

Meeting adjourned 8:44 pm