



Thursday June 16, 2022 @ 6:00 pm  
30 Main Street, Saugus  
Meeting Minutes

- Meeting called to Order @ 6:07 pm
- Attendance: Donna Sordello, James Alcott, Maureen Whitcomb, and Michael Pelletier (via telephone)
- (Sue Palomba - not in attendance)

**May 19, 2022 - Minutes** – Donna motioned to approve minutes - Maureen 2<sup>nd</sup> the motion  
**Motion passed 3/0**

**Treasurer Report – May 2022** - Donna motioned to approve treasurer report Jimmy 2<sup>nd</sup> the motion  
**Motion passed 3/0**

Bryan mentioned that SCTV will ask to be on July's BOS agenda to discuss appropriation of funds for fiscal year 22/23, the BOD will attend, or this can also be in a correspondence letter for approval. SCTV budget has been approved by The Finance Committee and Town Meeting members and returning to the Board of Selectmen will be the final approval

**Executive Directors Report:** Bryan gave an update on May's monthly report: 20 meetings, 16 productions, 2 special events that were the Memorial Day parade and Saugus High Graduation, 17 sporting event, 39 members involved, such as Stephen Spano, JCGN/BK, Nick Graffeo, Jim Alcott, Sean Murray, and John Gouvalaris. 2 cooking shows with Mona. Also, the staff recorded a music show with the band "North Shore Noise" that went very well and will reach out to the public to try to get more bands involved.

Bryan mentioned to the Board questions and concerns about Juneteenth from the staff. The board decided that this year the studio will not be closed due to this holiday. The BOD will look further into this for the year 2023 and will be addressed again at that time.

Agenda stated that there would be a **reorganization of SCTV Board positions**, since all members were not in attendance, this item will be tabled until the July board meeting.

**Payroll discussion:** due to budget cuts, the board decided to have employees paid bi-weekly, it was explained that if the HR package is removed from the weekly payroll, it will be a significant savings, the board decided to remove the HR package, (\$36.74 weekly) and continue with the ADP essential package (\$19.66 weekly) and payroll will remain on a 7 day schedule.

- **Weekly payroll: \$19.66 week – Time & Attendance \$25.00 month – IRA maintenance fee \$25.00 month**

Donna motioned to approve & remain with weekly payroll and cut payroll fees - Maureen 2<sup>nd</sup> the motion

**Motion passed 3/0**

Donna made a motion to adjourn meeting @ 6:59 that was 2<sup>nd</sup> by Maureen – Motion passed 3/0