

TOWN OF UXBRIDGE
21 SOUTH MAIN STREET, UXBRIDGE, MA 01569 :: 508.278.8600
CABLE ADVISORY COMMITTEE (CAC) MEETING MINUTES
LOWER TOWN HALL
WEDNESDAY, MAY 2, 2012 :: 7:00 PM

JUL 12 '12 PM 01:18

Present: Chair Joe Leonardo, Clerk Al Butler, Member Beth A Pitman. Also present, Program Coordinator Barry Giles.

I. CALL TO ORDER

II. OLD BUSINESS

- a. Meeting Minutes: none to approve.
- b. Discussion on Seeking Non-Profit Status: Mr. Giles provided Committee with information about other towns' that have changed to non-profit status. Field trip to Bellingham or Grafton is on hold until after document review is completed. Committee will discuss how to present non-profit status to the Board of Selectman (BOS), including, but not limited to, determining the number of Advisory Board members and determining if additional staff is needed. Mr. Giles will be integral in providing information to Committee. In an off-shoot discussion, the Committee agrees that there is a need to address the current responsibilities of the CAC as outline by the BOS: "Oversees the day-to-day operation of PEG in concert with the PEG Coordinator and other subsequent staff. This would include: budget requests, studio space, staff management, technical issues and any other topics that arise." Committee feels that there is direct conflict with Town Manager Sean Hendricks responsibilities.
ACTION ITEM: Committee members agree to review towns' non-profit status, one at a time, before contacting Attorney Mr. Bill August. Clerk to mark-up the documents. Comments to be submitted if cannot make the meeting.
ACTION ITEM: Mr. Giles to provide CAC with the best & worst case scenarios of non-profit models for CAC to review & start working on at next meeting, Wednesday, May 9, 2012.
- c. Review and Vote on By Laws: After discussion, the Committee agrees to spend 10-15 minutes per meeting discussing bylaws. Clerk to mark-up the document. Comments to be submitted if cannot make the meeting.
- d. Discussion of Department Budget and Warrant Article: Committee discussed, but came to no specific conclusions. Further discussion included CAC recruitment – Increase membership to 5 – and publishing FY13 meeting calendar with regularly scheduled meetings – 2nd & 4th Wednesday of each month @ 6 PM.
ACTION ITEM: Mr. Giles to run CAC recruitment message on PEG ASAP. Additionally, look into potential CAC recruitment messaging on the Town Common sign if PEG doesn't yield new members.
ACTION ITEM: Ms. Pitman agreed to create list of meeting dates for the Committee to review and approve at the next meeting.

III. NEW BUSINESS

- a. Re-Organization of Committee:
MOTION: I, Ms. Pitman, move that the Committee nominate Mr. Butler as Chair. Seconded by Mr. Leonardo, the motion carried 2-0-1 (Mr. Butler abstained).

MOTION: I, Mr. Butler, move that the Committee nominate Mr. Leonardo as Vice Chair. Seconded by Ms. Pitman, the motion carried 2-0-1 (Mr. Leonardo abstained).

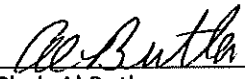
MOTION: I, Mr. Butler, move that the Committee nominate Ms. Pitman as Clerk. Seconded by Mr. Leonardo, the motion carried 2-0-1 (Ms. Pitman abstained).

IV. EXECUTIVE SESSION: No topics to discuss.

V. ADJOURNMENT: NEXT CAC MEETING WEDNESDAY, MAY 9, 2012 @ 6:00 PM

At 7:38 PM, MOTION: I, Ms. Pitman move that the Committee adjourn the meeting. Seconded by Mr. Leonardo, the motion carried unanimously.

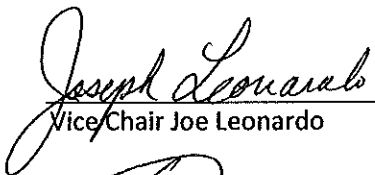
Minutes respectfully submitted by, Beth A Pitman
Minutes approved by the Cable Advisory Committee:



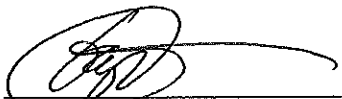
Chair Al Butler

5-July 2012

Date Approved



Vice Chair Joe Leonardo



Clerk Beth A Pitman