

PACC Meeting Minutes
December 3, 2012
Brooks House

Lance May *Rhonda Lisio* *Fred Crellin*

Members Present: Rhonda Lisio, Lance May, Fred Crellin
Also Present: John Dextraze, JoMcLaughlin, Ernie Sund

Call to Order: 7:03pm

Secretary's Report: The minutes for October and November were read and approved as amended.

Public Comments: None

Old Business:

- Studio Update:
 - There was a discussion of desk and office partitions for the studio. (Money is available from a November appropriation.) The cost of a backdrop is \$249.95. There is a need to remove a timer from room #11 lights.
 - John Dextraze will look at a studio light package and report back.
 - The studio equipment delivery date will be approximately Dec. 19th.
 - **A motion was made and passed to appropriate \$400 for additional electrical work.**
 - **Whatever furniture/partitions etc. that Jo and John can't get used or through donations, Jo should order (from the November \$2,000 appropriation.**
- Lease/Access Update:
 - There is nothing official to report yet.
- Programming Update:
 - Discussion of the tree lighting ceremony and a potential interview with the Boston Cane recipient.
 - Other potential projects for Brian are listed on Jo's January calendar.
 - The Dec. 16th Guided Trail Walk was mentioned.
- Budget Update:

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- There is a need to approve next year's operationg budget prior to May's Town Meeting. That process should start at the beginning of Febuary.
- Inexpensive Cameras for loaners
 - **A motion was made and passed to appropriate an amount not more than \$350 for the purchase of two inexpensive handheld cameras and any necessary peripherals.**

New Business:

- An inventory list has been completed except for serial numbers.
- The posting of office hours will begin after we establish studio hours.

Meeting Adjourned at 9:25 pm with next meeting established for Jan. 7th.