

PACC
Meeting Minutes
Oct 5, 2015

Roll call:

1. Meeting started at 6:07pm.
2. Committee members present were, Jeff Bajko, Rhonda Lisio, Steve Walker and Faith Beall.

Joint meeting with CAC:

1. CAC worked on the budget plan at the last meeting.
2. The biggest concern is a new space. Specific space, equipment needs, etc. for business plan. Jo will draft a layout of the new studio and her requirements.

Review and approve minutes from Sept. 14th's meeting:

1. PACC voted and approved the minutes with recommended changes.

Business Plan Discussion:

1. Rhonda submitted a draft of the mission statement to the committee. Each member of PACC will write their own mission statements and present them at the next meeting.
2. The video Jo sent explains that the mission statement is usually one sentence.

Strategic Planning:

1. Concerns of a meeting space that people want to use.
2. Concern over a mobile unit and where to store it.
3. Concern of the vision as to where the PACC wants to go. A strategic plan needs to be designed and the PACC will continue to work on it.
4. Mobile unit price ranges between \$80,000 to \$150,000.
5. Acton's mobile unit is capable of doing everything live. Also, they have a drone system that they operate. Price is only \$1800.

Coordinator's Budget Report:

1. Jo submitted application for Mass Public access memberships
2. Jo needs technical support to operate PAC.
3. Changes were made to the budget to support previous numbers from last meeting.
4. Jo met with Kerri about job description. She is willing to come to a meeting to discuss.
5. Waiting for confirmation for demonstration of HD equipment.

Adjourned:

1. Meeting adjourned at 7:45.

Respectfully submitted, Jeffrey Bajko, PACC Clerk 12/8/15.