

Walpole Media Corporation (WMC)
275 Common Street, Walpole, Massachusetts 02081

Board of Directors Meeting
May 12, 2021
Via Zoom Meeting

Meeting called to order on May 12, 2021, at 7:03 p.m. by Jean Kenney.

Board members present: Jean Kenney, Joseph Mulligan, Mark Gallivan, Kristen Syrek, Jim D'Attilio, Richard McCarthy, Nancy Niles.

Also present: Executive Director Tamarah Green.

Ms. Kenney called the meeting to order. Ms. Kenney and the Board welcomed new WMC Board of Directors member, Nancy Niles. Ms. Niles was appointed unanimously by the WMC Board of Directors. Ms. Kenney also made a proposal to continue the reading of the April, 2021, meeting minutes until the June Board of Directors meeting. Motion was made by Mr. D'Attilio, seconded by Mr. McCarthy. Vote to accept 7-0-0.

TREASURER'S REPORT

Mr. Gallivan presented Treasurer's Report. He commented that as we are now ten months into WMC's fiscal year, it does not appear that all of the funds budgeted for this fiscal year will be spent. For Ms. Niles's benefit, Mr. Gallivan commented briefly on WMC's financial reserve and how the budget operates. There was discussion regarding when WMC's accounting firm, Amichetti & Company, could attend a board meeting to discuss the budget and also to consider consolidation and renaming of various WMC accounts.

EXECUTIVE DIRECTOR'S REPORT

Ms. Green presented the Executive Director's Report, please see attached.

Discussions included:

- Walpole's Town Administrator, Jim Johnson, had discussed with her resumption of board meetings in person. A definite date is not known at this time, consideration of this matter is ongoing.
- Candidate videos are being filmed by WMC. These will be done on May 17 & 18, 2021. League of Women Voters will then post these videos.
- Town Meeting broadcast went well although there were further difficulties with generator. WMC staff improvised a solution to continue the broadcasting uninterrupted. Mr. Gallivan suggested that purchasing a new generator could be in order rather than continuing to repair the existing one. Mr. D'Attilio pointed out that the current generator suffers from lack of ongoing servicing and supported purchase of new one.

NEW BUSINESS

The board reviewed the job description for the Intern and Outreach Coordinator. It was favorably received. A motion to accept the job description was made by Mr. D'Attilio, seconded by Mr. McCarthy. Vote to accept 7-0-0.

OLD BUSINESS

Ms. Kenney reported that the WMC budget for the next fiscal year was approved at the May 8, 2021, Town Meeting.

Ms. Kenney reviewed the proposed middle school Interior Design Project meeting. Design proposals were presented, including space that could be used by WMC. Ms. Kenney discussed with Mr. Hahn, Assistant Superintendent of Walpole Schools, WMC's desire for an internship program at the middle school with content to be provided by students. Mr. Hahn emphasized that he envisioned the middle school design to be cognizant of the people who will be using the space and what they want it to contain.

Ms. Green provided an update on work on the gymnasium. She has received all the proposals for the gymnasium robotic system and has chosen Ockers, that being the low bid as well as the company that installed the auditorium system and the firm most familiar with WMC's equipment and operations. The system will require two weeks for installation and will be done over the summer.

OTHER BUSINESS

Mr. D'Attilio mentioned that both middle schools do a daily news broadcast. He has observed that the students struggle with their current equipment in getting these broadcasts done. He asked about the possibility of WMC funding laptops for these schools with Adobe functionality in order to improve their experience in the news production. In addition, this would assist in preparing these students for further broadcast opportunities at Walpole High School. Ms. Green suggested that this could be done as part of the planned Teacher Innovation Project. She also suggested that these programs could possibly be broadcast on WMC. Mr. Gallivan said this proposal could be funded with surplus funds from this year's budget or in next year's but emphasized that the proposal should be done quickly so that the equipment is in place for beginning of school in September.

Ms. Kenney scheduled next meeting for Wednesday, June 9, 2021, at 7:00 pm.

Ms. Kenney proposed to adjourn the meeting which was so moved by Mr. McCarthy, seconded by Mr. Gallivan. The motion carried 7-0-0. The meeting was adjourned at 8:04 pm.

Respectfully submitted by:

Joseph Mulligan, Secretary/Clerk