



**ORCTV Board of Directors Meeting  
May 5, 2020  
Meeting Minutes**

Members present: Chris Charyk, President  
Elaine Botelho, Vice President  
Tom Bretto, Treasurer  
Linda Medeiros, Clerk  
Danny White  
Patricia McArdle  
Mike Devoll

Also present: Robert Chiarito, ORCTV Executive Director  
Codie Patnaude, ORCTV Access Coordinator

The meeting was called to order at 5:30 PM via Zoom. It was decided that a quorum of the Board of Directors was present by Board President Chris Charyk with all board members in attendance.

**Approval of Minutes:**

Danny White made a motion to approve the minutes of the ORCTV Board of Director's meeting of August 29, 2019. The motion to approve was seconded by Elaine Botelho. The motion passed unanimously.

**Treasurer's Report**

Treasurer Tom Bretto deferred to the Executive Director as in person meetings have been difficult during the shutdown. Director Chiarito reported that the finances were in good standing, with income from the franchise fees being either flat or down slightly over income from the previous year. Elaine Botelho made a motion to approve the report with the motion being seconded by Danny White. The motion passed unanimously.

**Executive Director's Report:**

The Director's report included updates about the installation of recording equipment at the Marion Police Station conference room, new studio equipment and new signage. The status of the ETV program was updated with the hiring of a new outreach coordinator, expansion of existing education programs at the Junior High School, as well as new programs being implemented at the high schools and elementary schools. The board was informed that 2018 audit of ORCTV by Bob Peterson of Benoit and McArdle was completed. The director reported that the staff size and structure had not been adversely affected by the shutdown as of May 5<sup>th</sup>. Also, the director shared news that ORR School District facilities manager Gene

Jones had given his permission to have an HVAC system installed in the studio. The director then made a request for funding for the new AC and heating system, which was then approved by the board. Danny White made a motion to approve the Executive Director's report. The motion to approve was seconded by Linda Medeiros. The motion passed unanimously.

**New Business:**

Under new business the board was given an update concerning the status of a press box for the ORRHS sports stadium. The press box would be utilized by ORCTV staff in the recording of sports and other events at the facility and the Athletic Booster Club had approved design submissions/requests from ORCTV in creating the final plans for the press box. With construction set to begin over the summer Director Chiarito requested that a previous financial contribution that the ORCTV Board had agreed upon, to be made towards completing this project be increased from \$2000 to \$5000. Danny White made a motion to approve the request with Chris Charyk seconding the motion. The motion passed unanimously. The board was also updated on the progress of plans for an ORCTV radio station/studio and they were informed of the recipients of the annual scholarship awards for outstanding video production seniors at ORRHS and Old Colony.

**Old Business:**

There was nothing that was addressed under old business.

The date for the next meeting of the Board of Directors was set for September 24<sup>th</sup> via Zoom meet with the time to be determined.

**Adjourn Meeting:**

A motion was made at 6:26 PM by President Charyk to adjourn the meeting and was seconded by Danny White. The vote to adjourn passed unanimously.