

Topsfield Cable TV / Town Website Committee

December 12, 2012

Approved 2/13/13

Executive Summary

Amelia Mattson has completed her consulting project. The Town Clerk has been notified that the Cable/Web Committee cannot continue to post meeting agendas for groups without paid support. Joel Richardson has been hired as the new Video Camera Operator. He has experience volunteering with Beverly and Salem Cable groups. The question of how to promote the new Topsfield You Tube Channel was discussed. This will be an agenda item for the next meeting. The ArtFest group has asked to use the Town Website to promote their project. It was suggested that they use Face Book rather than the web. The Town budget was submitted with a 2% increase in "other expense" and the same labor dollars. This budget reflects the need to support the Town Website with funding from other sources than the cable provider's license fees. Little progress has been seen in the last several weeks on the outsourcing RFP project. The Scope of Work is done but the formatting of the RFP is waiting for Roberta's return from jury duty.

Members present: Bill Whiting, Bob Ogden and Jeanne Pickering

Guest: Ryan Jarvis and Martha Morrison

Former Business:

Meeting opened at 7:35 PM in Town Hall

The minutes of the 10/10 were approved as written. (No meeting in November)

New Business:

See Executive Summary

The meeting was adjourned at 9:35

The next scheduled meeting is 1/9 at 7:30 PM in Town Hall.

Respectfully submitted, Bill Whiting – Chairman