

**Watertown Cable Access Board  
Agenda  
March 18, 2025**

**6:00 PM  
Topic: Board Meeting**

6:00 - Call to Order

6:01 - Approval of Minutes

- January 21, 2025
- February 20, 2025

6:06 - President's Report

- Discuss email from City Manager regarding meeting minutes
- Discuss review process for Director of News & Studio Operations

6:16 - *Executive session*

- *Discuss ongoing negotiations with the city related to lease*

6:36 - Treasurer's Report

6:46 - Discussion

- Hiring of Community Outreach and Fundraising Coordinator, Evelyn Brito
- Progress report on items for Comcast contract negotiations
- Meeting of the Bylaws & Organization Committee, March 6, 2025

7:16 - Action Items

- Vote to approve quote and engagement with MGTL for annual financial audit
- Vote to approve quote from Municipal Captioning for closed captioning renewal

7:26 - Executive Director's Report

- Projects - PSA Day, workshop changes, benefits rollover
- Outreach & fundraising - upcoming events, grants
- Programming - February highlights and comparisons
- Legislative updates - federal and state updates

7:56 - Old Business

8:16 - New Business

- Request for performance review for Executive Director

8:21 - Future Meetings

- April 15, 2025
- May 13, 2025

8:26 - Adjournment