



Oakland Communications

Chairman: Ryan Schwertfeger

Vice Chairwoman: Elizabeth Llorente

Secretary: Vacant

Commissioners: Jim Barry, Michael Gambatese,
Andrea Levy, Alex McVeigh

Alternates: Patricia Carrera, Salma Chiu

Council Liaison: Grant Van Eck

Junior Member: Benjamin Good

Oakland Communications Commission Agenda: 1/24/2022

MEETING CALLED TO ORDER: 7:30 P.M.

FLAG SALUTE & MOMENT OF SILENCE

THIS MEETING IS BEING HELD IN ACCORDANCE WITH THE OPEN PUBLIC MEETINGS ACT, DULY ANNOUNCED AND POSTED IN THE OAKLAND MUNICIPAL BUILDING.

ELECTION OF COMMISSION CHAIR AND VICE CHAIR

DECISION ON ACTING SECRETARY FOR THE MEETING

ROLL CALL

ALL COMMISSIONERS PRESENT UNLESS NAME LISTED BELOW. IF LATE, WHAT TIME ARRIVED.

CHAIRMAN'S REPORT

- General Greeting and Overall Update
- Key Fobs for Room Access - OLPH Subcommittee has had intermittent issues
- 2022 Budget Meeting with Administration Occurred
 - Tentative Committee Budgets for 2022 (if budget approved)
 - Newsletter Committee: \$500
 - Contracted Services: \$4,000
 - Professional Development: \$300
 - Television Committee: \$3,500*
 - Memberships: \$300
 - Website & Social Media Committee: \$0
 - Bulletin Board Committee: \$1,300
 - Miscellaneous: \$1,000
 - Support Services (Commission Budget): \$750
 - **TOTAL: \$11,650** (Last year: \$12,100)
 - *:TV Committee request for one new video camera and accessories, and a new tripod will be funded through Capital as opposed to our operation budget. **Total of \$4,350.**
 - Capital Request
 - Borough CFO and Borough Administrator agreed to plan to put half the amount for the Senior Center Camera Project as a capital item, requiring grants, donations, etc. to cover the rest. However, if a grant can be obtained covering the entire amount (Michael Carelli to explain to come), the capital amount can be used elsewhere.

OPEN TO PUBLIC DISCUSSION, ONLY IF PUBLIC PRESENT

LIMIT OF 3 MINUTES PER PERSON WITH OPEN SESSION NOT TO EXCEED 15 MINUTES UNLESS EXTENDED BY MAJORITY VOTE OF THE COMMISSION.

APPROVAL OF MINUTES

- November 2021

THE BOROUGH REPORT

BOROUGH ADMINISTRATOR ASSISTANT & BOROUGH COUNCIL LIAISON

- OCC Secretary Update - Michael Carelli
- Potential Altice Donation Update - Michael Carelli
- Senior Center Camera Project Grant & Capital Proposal Update – Michael Carelli
- Fiber Loop Completion Update - Grant Van Eck
- OCC Revised Bylaws Update - Grant Van Eck
- Oakland & Ramapo-Indian Hills Schools Broadcast Meetings Update - Grant Van Eck & Jim Barry

COMMITTEE REPORTS

- **Television Committee:** *Jim Barry*
 - Reorganization Meeting Recap
 - Broadcasting of RIH School Board Meetings, Additional Volunteers Appreciated
 - Bumpers for Oakland TV – Benjamin Good
 - Work on Intro to *Oakland Archives* Program, Featuring Converted Programs - Benjamin Good
 - *Exploring Oakland* Update – Benjamin Good
- **Newsletter Committee:** *Elizabeth Llorente*
 - Reorganization Update
 - Presentation on Status of Newsletter Committee and Ideas to Improve Going Forward - Chair & Vice Chair
 - More Volunteers & Story Ideas Needed
- **Bulletin Board Committee:** *Salma Shamy*
 - Reorganization Update
 - Remote Access Update
 - Andrea - Taken Online Training, Completed Paperwork to Vinnie?
 - Birthdays, Anniversaries, etc. on Oakland TV Bulletin Board – To Be Announced and Launched Only Once An Additional Member of the Bulletin Board Committee Gets Remote Access/Joins the Committee
- **Website/Social Media Committee:** *Michael Gabatese*
 - Reorganization Meeting Recap
 - Next Steps
- **Review Committee:** *Ryan Schwertfeger*
 - Did not meet, no report.
- **Grants Committee:** *Ryan Schwertfeger*
 - Did not meet.
 - Tentatively will be combined with the Review Committee, per amended bylaws waiting for formal approval by Borough Council. Additional members to the Committee likely to occur once approval is given.

OLD BUSINESS

- Oakland TV Sponsorships - View Rough Draft to Get Feedback
 - Note for discussion: “Sponsorships” are not tax deductible (because the giver gets something back in exchange for their money, in this case their name advertised on applicable Oakland TV programs) versus “donations” which are tax deductible (because the giver gets nothing in return).
 - Final decisions on the direction of this topic should occur during this meeting, with the commission approving and reviewing forms, regulations, etc. off of what was decided at the March OCC Meeting.

NEW BUSINESS/DISCUSSION ITEMS

- Promotional/Identifier Items
 - Tentatively approved for 2022 Budget is about \$400-\$450 to go towards items we can use to better identify the Commission/committees to the community. Please bring ideas to the March OCC Meeting on what we want to do - Pens? Fridge magnets? Shirts? Branded Tablecloth? Window decals? Hats? Drinkware? etc.

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UPCOMING OCC MEETING DATES, EVENTS, AND DEADLINES

MEETING ADJOURNED

**THE NEXT COMMUNICATIONS COMMISSION MEETING WILL BE HELD
ON *MONDAY MARCH 7, 2022 AT 7:30 PM* IN COUNCIL CHAMBERS.**

Commissioner Jim Barry	End of 2024
Commissioner Michael Gambatese	End of 2022
Commissioner Andrea Levy	End of 2022
Commissioner Liz Llorente	End of 2022
Commissioner Alex McVeigh	End of 2023
Commissioner Ryan Schwertfeger	End of 2023
Commissioner Vacancy	End of 2024
Alternate Commissioner 1: Patricia Carrera	End of 2022
Alternate Commissioner 2: Salma Shamy	End of 2023
Junior Member: Benjamin Good	End of 2022