



# Oakland Communications

**Chairman:** Ryan Schwertfeger

**Vice Chairwoman:** Elizabeth Llorente

**Secretary:** Vacant

**Commissioners:** Jim Barry, Michael Gambatese,  
Andrea Levy, Alex McVeigh, William Sisti

**Alternates:** Patricia Carrera, Salma Chiu

**Council Liaison:** John McCann

**Junior Member:** Benjamin Good

## Oakland Communications Commission Agenda: 7/11/2022

**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.

### **DECISION ON ACTING SECRETARY FOR THE MEETING**

*The November 2021 and January 2022 meetings which do not have minutes taken and were done on ZOOM will have their recordings saved to be turned into minutes at a later date. There was no quorum for the March 2022 meeting so no minutes were taken. The May 2022 meeting was held in person and recorded on video to be used by the future Secretary and be turned into minutes.*

### **ROLL CALL**

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

### **CHAIRMAN'S REPORT**

- Welcome to new OCC Liaison
- Mayor & Council Meeting Conversions (from DVD to digital file) is now underway. Michael to get quotes for Phase II of VHS Conversion
- Sponsorship Program Still Needs to be Approved by Borough Council as a Fee Ordinance

### **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 - No minutes created
- January 2022 - No minutes created
- March 2022 - No minutes or meeting due to lack of quorum
- May 2022 - No minutes created

### **THE BOROUGH REPORT**

#### ***BOROUGH ADMINISTRATOR ASSISTANT & BOROUGH COUNCIL LIAISON***

- OCC Secretary Update - Michael Carelli
- Potential Altice Donation Towards Senior Center Camera Project Update - Michael Carelli
- Television & Newsletter Committee Members ID Project - Michael Carelli
- Senior Center A/V Upgrades Completed & Senior Center Camera Project Grant Update – Michael Carelli
- Fiber Loop Completion Update - Michael Carelli & Council Liaison

### **COMMITTEE REPORTS**

- **Television Committee:** *Jim Barry*
  - Live Broadcasting of RIH School Board Meetings in Full Swing

- Planning to Hold a Class or Classes on Adobe Premiere and Final Cut Pro to increase knowledge amongst volunteers about video editing. Anyone on Commission interested in attending and taking part? Debating if it will be a full day class (on a weekend) or a few classes over a period of time (i.e. every Thursday from 7-9pm for 5 weeks)
- Candidate's Forum Interest Deadline is August 1, 2022. Michael to please check that the form posted on the website is up-to-date as current form when clicking "Candidate's Forum Request Form" is from 2021. Form under Documents is the correct version.
- *Exploring Oakland* Program Update – Benjamin Good
- Memorial Day Parade Editing Progress?
- Bumpers for Oakland TV – Benjamin Good
- Work on Intro to *Oakland Archives* Program, Featuring Converted Programs - Benjamin Good
- **Newsletter Committee: Elizabeth Llorente**
  - Add Additional Subscribers to Borough Newsletter via Community Pass Mailing List - Michael Carelli Update?
  - Deputy Borough Clerk Now Assisting with Newsletter
  - More Volunteers Are Desperately Needed - Terri has returned but still a committee of two
- **Bulletin Board Committee: Salma Chiu**
  - Additional Music Submissions Needed
  - 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
- **Welcome, Website & Social Media Committee: Mike Gambatese**
  - Borough History and Oakland Hometown Heroes - Who Can Help Do Research and Craft Some Posts?
  - Welcome Packet - Committee will meet shortly to designate a Chair and Vice Chair of a subcommittee to come up with a direction for the packet by September (if costs are involved, Chairman Schwertfeger needs to know in September so it can be budgeted), a proposal to the Committee by October, and a presentation to the Commission at the November meeting
  - Two new volunteers - one likely to help with Welcome Packet and another to likely help with Borough website
- **Review & Grants Committee: Ryan Schwertfeger**
  - Received legal threat on *Board Buzz* program, Borough is handling the matter on our behalf. No new news for about a month and a half.

## OLD BUSINESS

- Promotional/Identifier Items Discussion
  - Narrowed down options at last meeting to explore buying OCC mugs (with handle), tote bag, and/or reusable water bottle. Review quotes?
- OCC Secretary - Ideas to attract and find somebody?

## NEW BUSINESS/DISCUSSION ITEMS

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### UPCOMING OCC MEETING DATES, EVENTS, AND DEADLINES

- Summer Schedule for Oakland Council
- Candidates Forum Interest Deadline - August 1, 2022
- Candidate's Forum Recording Dates - September 10 & 18, 2022

## MEETING ADJOURNED

THE NEXT COMMUNICATIONS COMMISSION MEETING WILL BE HELD  
ON WEDNESDAY, **SEPTEMBER 7, 2022 AT 7:30 PM** IN COUNCIL

## CHAMBERS.

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