

Holmdel Board of Education  
Community Relations Committee Notes  
Friday, October 25, 2013, 12:00PM

Attending: Board Members: B. Garrity (Chair), J. Hammer, M. Sockol and A. Vander Woude;  
Administrators: B. Duncan and M. Petrizzo

1. **Recording Public BOE Meetings:** Mr. Petrizzo reported that of 56 school districts in Monmouth County, seven record their meetings – three audio only (Wall, Colts Neck, Long Branch), 4 video (Freehold Regional, Marlboro, Millstone, Manalapan-Englishtown). Set up costs ranged from \$1K to \$8K. Annual operating costs were unclear. No districts use recordings in lieu of written minutes. He also consulted with the Township, which in addition to buying taping equipment, also modified its meeting space to improve acoustics.

The committee discussed the related personnel costs, Schedule B vs. hourly rate. It's estimated it would take  $\pm$  10 hours per meeting (240 hours per year) to tape and post the recordings, at an annual cost of \$7-9K, not including any consumables. We also discussed the relative priority of purchasing equipment for taping BOE meetings vs updated equipment for TV production classes, and our preference to make any recording space/setup available for other district users.

The committee recommends that we pilot audio recording Board meetings for a few months beginning in January, see what traffic we get, and then consider our future course of action. Our administration will look into costs, including for an audio engineer consultation, and details of set up, storage and web streaming.

2. **Athletic Donations:** The committee recommends acceptance of:
  - a. Holmdel Booster Club – non-monetary donation of \$3,068.98 for the purchase of new game football pants.
  - b. Holmdel High School Football/Cheer Parent Association – non-monetary donation of \$12,570.00 for the purchase of new varsity football jerseys.

**Next meeting: November 15, 2013, 2 PM**  
**December 12, 2013, 11:30 AM**

Respectfully submitted,  
Barbara Garrity