

Minutes of the January 30th, 2020 Harvard Cable Access Committee Meeting

Approved March 5th, 2020

Committee Members Attending: Nick Browse (chair), Bill Johnson, Robert Curran, Chris Jones

Others Attending: Brittany Blaney (Station Manager), Hristina Tasheva, Brint Ferguson

Called to order at 7:05 PM

Appreciation:

- Brint Ferguson will be stepping away from his work at HCTV come March, and the committee recognized the 18 years of service Brint has committed with a special plaque.

Meeting Minutes:

- Minutes of the December 19th meeting were reviewed and unanimously approved.

Public Comments:

- Brint Ferguson stated that the acoustics in the second floor meeting room of Town Hall are not as good as they could be, and it can be difficult to hear speakers. Although this doesn't fall under the purview of HCTV, the committee duly noted it. Brittany suggested that sound deadening panels could probably be purchased at a very reasonable cost, and this might solve the problem.
- Bill noted that it was refreshing to field a public comment at the meeting. The committee wholeheartedly agreed.

Budget Report:

- Bill reported that we remain in excellent fiscal shape.
- Nick mentioned that he has reached out to Linda Dwight about the increase in annual funding from the schools (20K to 22.5K), but she has not yet replied.

Station Manager's Report: see attached report

- In addition, the idea of loaning studio lights to the The Hildreth Elementary School in order to support a space for filming was discussed.
- Bill made a motion to loan six studio lights to HES for the coming year to help create a green screen room for filming videos. The motion passed unanimously.
- Brittany has not heard back from Principal Scott Hoffman about her desire to start a video production club at Bromfield. Chris will touch base with Scott and get the ball rolling.

- Brittany reported that the water pipe in the studio's ceiling continues to leak despite multiple requests to get it fixed. In addition, there is a drainage issue outside the front door to the studio. The committee plans to contact Linda Dwight so that these issues are remedied in the very near future.
- The pair of co-op students who will be working for HCTV has changed to one, but the monthly hours (30) remain the same.

New Business:

- Robert graciously offered to represent HCTV at the Volunteer's Fair on February 8th from 1:00 to 3:00 PM.
- The committee has decided to re-evaluate its role at The Bromfield Science Fair this year. It's uncertain if HCTV's presence in judging and offering an award is still relevant.
- Bill made a motion to accept HCTV's Annual Report as written. The motion passed unanimously.

Meeting adjourned at 9:00 PM.

The next meeting is scheduled for Thursday, March 5th at 7:00 PM.

HCTV Station Manager Report

• Programming/Event Coverage (12.19-01.29)

• *Public*

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|----------------------------|---|
| • January Senior Spotlight | • Westward Orchards History |
| • Messiah Oratorio 2019 | • Smith Conservation Land Grand Opening |
| • Textile Tunes | • February Senior Spotlight |
| • Barn Tour | |

• *Government*

- 14 Meetings
- Conservation Commission & Finance Committee

• *Education*

- | | |
|---|-----------------------------|
| • Boys Soccer (3 additional games) | • 3rd Grade Poetry Readings |
| • HES Beam Signing & Topping Off Ceremony | • 3rd Grade Explorers |

• HPS Involvement

- Video Production Course - Cindy Fontaine
- Nick Thornton, Junior - Senior Service Project
- Studio Lights @ HES
- HPS Professional Development Days
- Bromfield Video Production Club
- **Facilities**
 - New Lights, Water Pipe, Walkway Drainage, Trash Removal
- **Analytics**
 - *Website* (12.19.19-01.29.20): 1,388 Unique Events, (10-12.19) 980
 - Growing Up in 1950's Harvard, 238
 - Barn Tour, 219
 - Community Outreach (Marijuana), 124
 - Westward Orchards History, 111
 - *Facebook*: Last 28 days, Post reach up 30%, Post Engagement up 117%
 - Most popular: Westward Orchards History, 3rd Grade Weather Report, Fraud Prevention Talk, Middle School Winter Concert, 3rd Grade Explorers
- **Website Update**
 - Vimeo: 114 videos: New content 10.15.19 on & older content uploads have begun
 - Chapters
 - Online Studio Reservation via google calendar
- **Staff**
 - Co-op Student, Senior Tax Work Off, Volunteer