

Harvard Community Cable Committee Monthly Meeting

October 8, 2014

Present:

Bill Johnson – Chair

Steve Adrian

Ray Dunn

Jonathan Williams

Meeting was called to order at 7:40

Committee approved minutes of August 20th and September 10, 2014

Treasurer's Report. The Fiscal Year-To-Date spending in our operating account is \$9601.76, leaving a balance of \$47,318.40. This is enough to support our current spending run rate for the remainder of the fiscal year. As I mentioned in my email last week, we have finished the A/C project well under budget, and are returning to the Town coffers about \$5.3K of the \$19,850 grant that we were awarded

Station Manager's Report. The report was accepted.

Change to next month's meeting date. Bill mentioned that he was approached by The Schools Trust to hold their annual meeting next month in the studio. This was discussed and approved and JW made the motion to move HCTV's November meeting from the 12th of November to the 5th to accommodate The Trust's request, their meeting will be on the 12th. Motion passed and Bill will notify the committee and be the point person for Trust.

Safety and Security of Minors. Bill introduced a doc with changes to the policy on Safety and Security of Minors and Students. The changes were discussed and approved with minor format changes.

Studio access issues. Steve brought up that several students have been entering the studio during school hours using the emergency door, Bill will bring the issue up to Jim O'Shea.

Fingerprinting... Bill mentioned that with the new fingerprinting mandates there is an associated cost. 35 dollars for each individual. JW made the motion that the committee reimburse members for this expense, the committee agreed and the motion was passed.

Strategic Partnering Initiatives

Bromfield Open House. Steve Adrian and Robert Fernandez along with the Video club members hosted parents, students and staff. The students took the lead, setting up signs, running videos on the video screens and setting up mock shoots with students to show off the studio's capabilities. Several more students signed up for the club.

The Bromfield news show and Ms. Brown's classes have been making great use of the facilities.

Bromfield Service Projects. 3 Students have applied to use HCTV as a basis for their community service projects. The committee discussed adding a give back clause to the agreement. Students would provide some service to the station or teach their skills to another student or group of students. The concept was endorsed by the committee and Bill continue the conversation with Jim O'Shea. One student was having difficulty finding a time that fit with Robert's schedule. The committee agreed that Robert should not be expected to be at the station outside his regular hours. JW, Steve Adrian and Ray Dunn will work with this student when her schedule is outside Robert's scheduled hours.

COA. Steve Adrian reported that Robert has acquired all the background images and is ready to go. Just awaiting Deb Thompson's calendar to free up to schedule shoots.

Cable Contract. The committee has provided all the recommendations required and the agreement with Charter is close to completion. Tim B is now taking charge of the final details and will follow up with Charter and the Selectmen.

Facility/ Equipment updates. Water leak in the bathroom has been fixed. AC has been installed and is under budget, remainder of money will be returned to town. The electrician while wiring for the AC, was able to move the wall sockets to be overhead. This clears the camera site on set of the outlet boxes and provides power to the lighting hanging from the ceiling. Bill repainted the wall.

Painting of floor and infinity wall will wait till next summer. Bill will try painting plastic table to match walls.

Committee discussed purchasing new cameras and recording equipment for Smart phones. Some discussion ensued about looking for cost sharing with schools trust. JW will do research, Bill will explore financial options and bring for a vote at next meeting. JW was instructed to have one of the GL2's repaired and purchase apple airplay.. which will allow the screencaster to talk to the ipad and macs on the immediate network.

Meeting was adjourned at 9:29

