

## **Minutes of the April 14th, 2022 Online Harvard Cable Access Committee Meeting**

Approved May 12th, 2022

**Committee Members Attending:** Nick Browse (chair), Robert Curran (vice chair), Chris Jones (recording secretary), David Henderson

**Others Attending:** Brittany Blaney (Station Manager), Hristina Tasheva (Station Operator)

**Called to order at 6:03 PM**

**Meeting Minutes:** Minutes of the March 10th, 2022 meeting were reviewed and unanimously approved.

**Public Comment:** none

### **Budget and Finance:**

- Nick reported that expenses and forecast are largely unchanged.
- The committee hopes to spend the \$7,500 for Upper Town Hall upgrades in this fiscal year.

### **Bromfield Student Club:**

- Brittany met with two students who were interested in a radio club. It turns out that the students are more interested in video than radio.
- After meeting with Scott Hoffman, Brittany will change the name of the club to The Bromfield Media Club.
- The club will have a meeting this spring for all interested students and this will be advertised to the entire school community.
- Robert hopes that the club will hit the ground running this fall.

### **Station Operations Position:**

- Chris reported that the Station Operator's job description has been updated and that Marie Sobalvarro has encouraged the committee to put the new description before the Personnel Board.
- Nick wondered if the new responsibilities of the position have in essence made it a new position with a title of Station Operations Manager.
- Brittany asked the committee for feedback within the next week about the new responsibilities/job description. She will also reach out to Marie about putting the description in front of the Personnel Board and the timing/process of advertising for the position.

### **Station Manager's Report:**

- See attached.

**New Business:** none

The meeting adjourned at 6:54 PM

**The next meeting is scheduled for May 12th at 5:00 PM.**

## **HCTV Station Manager Report**

- **Programming/Event Coverage (03.10-04.13) - Reel:**

**<https://vimeo.com/699468452/294d715824>**

- *Public*

- Senior Spotlight: April 2022 (COA)
- Welcoming New Americans (Woman's Club)
- Gallery Tour: Through Her Lens (Fivesparks)
- Bloom n Art, 2022 (Garden Club, Bromfield, & Fivesparks)
- Winterfest (Lions)
- Storytelling for All Ages (Fivesparks)

- **NEW to Vimeo**

- Interview with Vince Gilbert

- *Educational*

- 2022 Science Fair Awards
- Girls Varsity Basketball vs. Kipp Academy
- Girls Varsity Basketball vs. Tahanto
- Girls JV Basketball vs. Tahanto
- Boys Middle School Basketball vs. Parker
- Girls Middle School Basketball vs. Parker
- Boys Varsity Basketball vs. Gardner
- Boys JV Basketball vs. Gardner

- *Government, 49 Meetings*

- Board of Health
- Select Board
- Municipal Affordable Housing Trust
- School Committee
- Historical Commission
- Harvard-Devens Jurisdiction Committee
- Conservation Commission
- Finance Committee
- Planning Board
- Library Board of Trustees
- Parks & Recreation
- Design Review Board
- Climate Initiative Committee
- School Comm Policy Subcommittee
- Agricultural Advisory Committee
- Deer Management

- Energy Advisory Committee
- Personnel Board
- Permanent Building Committee
- Community Preservation Committee
- Land Stewardship Subcommittee
- Capital Planning & Investment Committee
- Commission on Disabilities
- Council on Aging
- Bare Hill Pond Watershed Management
- Cultural Commission
- Community Cable Access Committee
- Open Space Committee
- Warner Free Lecture

## • **Analytics**

### • **Wordpress** ([harvardcabletv.com](http://harvardcabletv.com))

- 1,217 Page views (1,782 in Mar)
- Top Referrals: harvard-ma.gov, Facebook, Instagram, bing

### • **YouTube**, 03.10-04.13

- 35 Subscribers (+0)
- 17 views
  - Bromfield Graduation 2021, 8
  - Bromfield Graduation 2020, 5
  - HES Ribbon Cutting, 2
  - Harvard Lions Club Youth Speech Contest '20, 1
  - A Visit from Mary Abbot, 1

### • **Twitter** ([twitter.com/harvardcabletv](https://twitter.com/harvardcabletv))

- 26 Followers (+ 2)

### • **Instagram** ([instagram.com/harvardcabletv/](https://www.instagram.com/harvardcabletv/)), 03.10-04.13

- 157 followers ( + 2)
- Reach, 83

### • **Facebook:**

- 03.10-04.13
- Reach, 314
- Most popular posts by “reach”
  - Bloom n Art, 214
  - Storytelling, 95
  - 3/11 Newsletter, 46
  - 4/1 Newsletter, 41
  - 3/25 Newsletter, 32

### • **Vimeo**

- 03.10-04.13: 862 views (886 in Mar.)

- Top Videos
  - Bloom n Art, 112
  - HES Solar Celebration, 67
  - Author Talk: Linda Hoffman, 29
  - A Visit From Mary Abbot, 23
  - Select Board 03.15.22, 19
- Source URLs
  - harvardcabletv.com
  - Vimeo
  - bloomnart.online
  - Yahoo
  - Bing
  - Twitter

- **Pending Projects**

- Story Slam: Joe Theriault (COA)
- Ukraine - The Land of Freedom (Arm in Arm)
- Green Team & Garden Club Burning Bush Replacement Video
- Police Chief & Sergeant Pinning Ceremony
- Husky TV (HES)
- Senior Spotlight May 2022 (COA)
- MS & HS Spring Concerts
- Deer Management Panel Discussion
- Annual Town Meeting
- Bromfield Celebration
- Bromfield Graduation

- **HPS**

- **Bromfield**

- *Video Production Club*
  - Including all media, approved
    - Radio club will join us
- *Green Team:* Thursdays 7:30 AM

- Bromfield Photography Course

- **Other**

- Upper Town Hall Upgrades
  - 2 additional quotes pending