

Minutes of the July 21st, 2022 Online Harvard Cable Access Committee Meeting

Approved 9/8/22

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

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

Called to order at 5:09 PM

Meeting Minutes: Minutes of the June 16th meeting were reviewed and unanimously approved.

Public Comment: none

Budget and Finance:

- Nick reported that we were right on budget for FY22 which includes the work to upper town hall.
- The FY23 budget is \$123,700, and we've spent \$3,053 which connects to payroll.
- The contract with Charter is coming up again, and Tim Bragan has hired a lawyer to help with negotiations. Both Nick and Robert asked about what we might look for in this new contract outside of money. Brittany thought an HD channel would be nice, but Charter has a history of not honoring such a request. Brittany, Robert, and Nick will be involved in the contract discussion along with Tim Bragan and his lawyer.

Station Operations Position:

- We've received six applications: Will Hopper, Chad Cordner, Hannah O'Laoghaine, Adam Chambers, Josue Espejel, and Braden Moriarity. It appears to be a strong pool of applicants.
- Robert thinks Brittany should interview four of the six candidates in order to narrow it down, and then the board should meet with the finalists in order to give Brittany feedback although ultimately, the decision is hers.
- Both Robert and Nick think we should leave the advertisement up for another week.

In-person/hybrid meetings:

- According to Brittany, a bill was floating around that would make hybrid meetings permanent; however, nothing happened with it. The current model we are operating under has been extended into March 2023.
- Robert asked if the state required the recording of meetings, but the state has not mandated that. The meeting minutes are the official record.

Upgrade to Upper Town Hall:

- All of the equipment has arrived with the exception of the audio mixer.

Station Manager's Report:

- See attached, in addition...
- Brittany believes that the video production course is scheduled for the spring semester.
- Robert thought HCTV could film some profiles of the three new principals, and Brittany thought this was an excellent idea.

New Business: The board plans to meet with station operator candidates in the late afternoon of Thursday, August 4th. These would be in-person meetings at the HCTV station.

The meeting adjourned at 6:20 PM.

The next meeting is scheduled for Thursday, September 8th at 5:00 PM.

HCTV Station Manager Report

• Programming (06.16-07.20) - Reel: <https://vimeo.com/732160985>

• *Public*

- Senior Spotlight July 2022
- Elder Law "Taking Control of Your Future" (COA)
- Harvard Music Festival 06.25.22
- Fivesparks Gallery Tour "Impressions of New England in Pastel"
- Side Effects: Ice Cream Social
- Alaska Nets Q&A
- Independence Day Parade 2022
- Author Talk - Honeybee Rescue
- NotloB Parlour Concert: "Evie Ladin"
- NEW to Vimeo
- Harvard Farmers Market

• *School*

- Bromfield Graduation 2022
- Senior Car Parade 2022
- 3rd Grade Poems

• *Government, 27 Meetings*

- Conservation Commission
- Community Cable Access Committee
- Water and Sewer Commission
- Select Board

- Permanent Building Committee
- Council on Aging
- Commission on Disabilities
- Transportation Advisory Committee
- Parks & Recreation Committee
- Bare Hill Pond Watershed Management
- Planning Board
- Board of Health
- Zoning Board of Appeals

- Agricultural Advisory Committee
- Historical Commission
- Finance Committee
- Open Space Committee
- Energy Advisory Committee
- Devens Jurisdiction Framework
- Climate Initiative Committee
- Land Stewardship Subcommittee

• **Analytics**

• **YouTube**, 40 Subscribers

• 06.16-07.20, 54 views

- Bromfield Graduation 2022, 47 (434)
- Bromfield Graduation 2020, 5

- Lions Club Speech Contest 12.03.20, 1
- A Visit from Mary Abbot, 1

• **Instagram** (<https://www.instagram.com/harvardcabletv/>), 156 Followers

• **Twitter** (<https://twitter.com/harvardcabletv>), 29 Followers

• **Facebook:**

• 06.16-07.20, Most popular posts by “reach”

- Newsletter 7/15, 44
- Newsletter 6/17, 44

- Newsletter 7/8, 40
- Newsletter 6/24, 28

• **Vimeo**

• 06.16-07.20: 592 views (756 in June)

• Top Videos

- Memorial Courtyard Opening Ceremony
- Burning Bush PSA
- 3rd Grade Poetry
- Select Board 06.21.22
- Ambulance Services Open House, 15

• Source URLs

- harvardcabletv.com
- Vimeo
- Twitter

- Bing
- Harvardhistory.org
- Yahoo

• **Wordpress** (<https://harvardcabletv.com/>)

- 967 Page views (2,972 in June)

- Top Referrals: harvard-ma.gov, Wikipedia, Facebook, Instagram, harvardhistory.org, bing

- **Pending Projects**

- Celebration
- Shaker Treasures (Historical Society)
- Contrabanditos Concert (COA)
- Music Festival Concert
- Fivesparks Gallery Tour “Nature’s Magic”
- Senior Spotlight August

- **HPS**

- **Bromfield**
 - New Principals

- **HES**

- New Principal

- **Other**

- Upper Town Hall Upgrades - Waiting on Audio Mixer