

Minutes of the Harvard Community Cable Access Committee Meeting Feb 15, 2017 (to be approved Mar 15, 2017 meeting)

Committee member attendees

Bill Johnson (Chair, Treasurer)

Ray Dunn

Hakan Sahin

Richard Steele (Recording secretary)

Other attendees

Anya Zulawnik (Station Manager)

Meeting started at 7:18 PM

- Discussion among committee members, Anya, and visitor Chris Parlee from Friends of Bromfield Girls Lacrosse about filming all home games of Bromfield Girls Lacrosse. Anya will manage finding students to do filming.

- Meeting minutes

Feb 15, 2017 meeting minutes **approved** with minor changes.

- No public comments

- Treasurer's report

- Reviewed YTD spending vs. budget – 6-month YTD within budget.
- Steve Adrian ("Station Operations 1") will stay as contract employee for remainder of fiscal year.
- Expenses came in under expectations for all POs except TelVue at \$1K more due to some additional changes in equipment needs.
- Gifts and Grants: Harvard Cultural Council awarded a \$475 grant to HCTV. PTO awarded \$500 for monitors and cameras, and recommended to PTO members to issue the remainder of their \$1650 commitment to HCTV.
- There are zero dollars in the "01620 Appropriations Account" as anticipated due to the new town accounting methods.
- We have stopped the process of switching Anya to contractor status. She will remain as an employee.

- Update on Broadcast Equipment:

- Broadcast Pix
 - Broadcast Pix has been working well since December when Broadcast pix came out to fix issues at Town Hall (they added an automatic script that resets the Flint each night to eliminate the issue of Flint stalling if left on for more than a day).
 - iPad integration is working and there is a suggestion to promote iPad use and to provide training to other committees who use Town Hall meeting room and want to have their meeting recorded (not live broadcast).
 - Richard will work with Anya to understand iPad integration and to help promote it. And they will also investigate what will be involved to add live broadcast control.

- Station Manager's Report

- Anya will present station manager's report at next meeting because not enough time at this meeting to do this.

- Telvue Website Review with Hakan, VOD Hosting and Advertising

- Link is now on our website and goes to our VOD page on TelVue site
- Steve is still working on integrating Hypercaster with the TelVue VOD site.
- A suggestion was made that our TelVue VOD site starts off with only material that is shot in HD.

- Archive.org is a free website to upload older meeting we no longer want to host on our site. This could be a project for one the Bromfield seniors to work on.

- Meeting adjourned 9:35