

Minutes of the March 20th, 2019 Harvard Cable Access Committee Meeting
Approved April 18th

Committee Members Attending: Hakan Sahin (chair), Bill Johnson, Nick Browse, Amy Bassage, Chris Jones

Others Attending: Anya Zulawnik (Station Manager)

Called to order at 7:03 PM

Meeting Minutes:

- Minutes of the January 22nd, 2019 meeting were reviewed. One correction was made involving the spelling of Steve Adrian's name. Minutes were unanimously approved as amended.

Public Comments: none

Station Manager's Report:

- Anya Zulawnik distributed and discussed the attached report. Additionally:
- Since Anya has taken another position in Concord, Massachusetts, she thanked the committee for all the support and guidance throughout her tenure.
- The studio has been as busy as ever with students contacting Anya directly to create and complete projects for academic and personal reasons.
- On January 24th, a small flood in the studio occurred due to a blocked outdoor drain. It took two to three hours to clean up with the help of Bromfield's custodial staff.
- Sharlene Tuttle's class will film all 6th graders for a Greek mythology project; this involves approximately 100 students.
- Firefighter Brenda Berkman's presentation, recorded by HCTV, can only be broadcast five times on television for contractual reasons, but the video can remain on the HCTV website for public consumption.
- Kaia Bishop, a 12th grade Bromfield student, has been hired by the studio as a student employee.

Statement from Hakan Sahin (chair):

- Hakan thanked Anya for her dedicated service over the past several years and offered her a parting gift and a card signed by the entire committee. At this point, Anya left the meeting for the evening.

Treasurer's Report: Bill Johnson:

- As of now the station should underspend the 2019 fiscal year by \$4,500.
- Hristina's hours will be increased to 40 hours per week as a result of Anya's departure, and she can receive benefits from the town as early as July.
- The committee will look to hire a new station manager at 40 hours per week in addition to Hristina.
- Bill spoke to Tim Bragan about next year's budget appropriation, and they decided they could wait until October before considering any action.
- The budget is based on an assumption that we will hire Anya's replacement for May 1st which means a savings for the month of April.

Staffing Update:

- As a result of Anya's departure, Hakan has spent considerable time working with Anya to learn about the studio's technical operations. Bill has focused on the financial implications.
- Hristina's hours have been increased to 40 per week, and Tim Bragan supported this change.
- Linda Dwight, Superintendent of Schools, has also been very supportive and understands the committee's immediate challenges.
- Bill believes there are three major priorities that the station must focus on.
 1. Support for Martha Brooks and the accredited TV production class.
 2. Coverage of important town/government meetings.
 3. Support for Hildreth Elementary School projects.
- Hakan is concerned that the time to run the station and cover events will be overwhelming for the current staff.
- Bill is confident that Hristina can cover priorities #1 and #2, but the station may have to scale back, temporarily, on certain programs and avoid adding new ones.
- Hakan remains concerned about the long term implications of Anya's departure and doesn't want to lose the support of the two schools.
- Alice Von Loeske, Select Board liaison, has been notified, and the Select Board understands that HCTV services may be temporarily limited.
- Bill publicly posted the station manager's position on Mass Access. Linda Dwight and Marie Sobalvarro are confident the HCTV committee will adequately fill the position.

New Business:

- The committee approved the formation of a hiring subcommittee that will consist of Bill Johnson and Amy Bassage. Bill felt it was important that someone from the two schools served on this subcommittee. Chris will stand in for Amy when she is not available.

Meeting adjourned at 9:05 PM

The station got flooded on January 24, 2019. No damage to the floor or the equipment.

3 new teachers started bringing their classes to the studio:

Jessica Hyde

Cynthia Fontaine

Sharlene Tuttle.

Pat Cooper recorded the next episode of *'It's All Good'*.

Judy Wong recorded Council on Aging event *'Stay at Home'*, Hristina edited it.

Hristina Tasheva designed the logo for the LWV Civics Cup.

Anya recorded Civics Cup at the Town Hall.

Will Hopper edited $\frac{3}{4}$ of the Civics Cup footage.

Hristina and Kaia recorded Winter Fest. Hristina put together a short promo.

Anya recorded Brenda Berkman's presentation at the Harvard Library. It needs to be edited.

Anya recorded March Senior Spotlight.

Anya recorded the second Biography Project. Hristina is editing it.

Anya recorded 'Harry Jasper' with five HES students. It needs to be edited.

Brint Ferguson recorded Immigration Talk.

Bill Blackwell is recording the second Immigration Talk in April.

Hakan Sahin and Will Hopper recorded the Identity Forum.

I am going to miss everyone!!!!