

Minutes of the Apr 26, 2017 Harvard Community Cable Access Committee Meeting Approved at May 17, 2017 meeting

Committee member attendees

Bill Johnson (Chair, Treasurer)
Ray Dunn
Koralia Franklin
Mitch Norcross
Hakan Sahin
Richard Steele (Recording secretary)

Other attendees

Anya Zulawnik (Station Manager)

Meeting started at 7:10 PM

- Meeting minutes

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

- No public comments

- Presentation of Appreciation given to Ray Dunn for 19 years of continuous service on the Cable Committee.

- Treasurer's report

- A forecast review was done prior to this meeting by Bill and Anya resulting in a forecasted remainder at year end FY17 of about \$9K. Plus, we just received the \$1k remainder of the PTO grant, therefore forecast FY17 remainder forecast to be about \$10K.
- Bill wrote a request for a grant for \$2.5K from Harvard Schools Trust. We plan to make these funds part of next fiscal year's budget.
- Anya is exploring a lease arrangement for a new workstation.
- At the June HCTV Committee meeting we need to look again at the forecast to determine accurately what we will have in our revolving account at beginning of FY18.

- Committee elections

- We adopted the process where we will go through positions, starting with Chair, to solicit interest.
- New Chair is Richard Steele (effective at end of this meeting)
- Vice-chair is Hakan
- Secretary: unfilled
- Treasurer: Unchanged – Bill will continue as Treasurer
- All above filled positions voted in unanimously.
- We emphasized the need to pro-actively find an Associate Member as soon as possible. Suggestion is to try to find a person from the skills perspective with any of the following: videography knowledge, technology knowledge, and/or business knowledge to invite to our next meeting, or to meet with Anya or any other committee member.

- Suggestions: post on your Facebook page and/or next door Harvard. Bill suggested we find/define a special project that would be interesting to someone to do, and possibly then become interested in committee membership.
- Talk to Harvard Press-perhaps a story about Ray's 19 years or about wanting to expand sports coverage, and about open positions. Run something about open membership positions on a bulletin board --- Anya and Rich to discuss.

- Telvue Website Review with Hakan, VOD Hosting and Advertising

- We will adopt a new policy to stop posting new material to YouTube and switch to posting all new material to VOD only – essentially the goal is for VOD will have all HD content and YouTube to retain archived SD content.
- We decided to change the YouTube landing page to redirect viewers to the VOD site for all new videos.
- Anya and Hakan will investigate costs of providing Live Streaming via the Telview Connect service we currently have. Determine what additional hardware and operating costs would be associated with Live Streaming via Telview?

- Meeting adjourned 9:30