

Minutes of the HCTV – Harvard Cable Community Board Meeting January 9 2012

The meeting was called to order at 7:10

Attendance

Mitch Norcross (Chair)

Ray Dunn (Recording Secretary)

John Ball (Member)

Robert Fernandez (Station Director)

Brint Ferguson

Paul Lierhaus(Member)

John Burns

Peter Warren(BOS liaison)

Guest Mike Peters – Has shown interest in becoming a member

There was a question about Jonathan's Membership status

Action: Ray Dunn Will contact him and get clarity. If he wishes to resign he needs to inform Janet Vallante, the town clerk.

Mike Peters (in attendance) and Laura Vilain have expressed an interest in joining the board.

Minutes from the last 3 meetings were approved unanimously.

Robert discussed his proposal for a Scholarship award to be given to a graduating sr. that has demonstrated an interest in Video arts.

Action: Ray and Robert will draft an application form and distribute it to the committee for approval.

A gift of \$500 Dollars was discussed.

The following issues were identified and need to be understood:

Need approval of this application form by the Committee.

Create a flyer describing the award

The following dates should be established and included with the form

- Need to get this form to Lisa Soldi at Bromfield by:
- Date this will be handed to interested students
- Date all applications should be turned in to the Harvard Cable Committee
- Date to notify the School Graduation Program of this award recipient

Need to find out (clarify) if a candidate who is doing a Sr. Project with HCTV is eligible for the award. **An action was not assigned**

It was moved and seconded that the first scholarship award would be \$500.

The possibility of an HCTV Video contest was raised, but no decision was made

Action: Robert will report back to the committee

The operational issues of sound and signal quality were mentioned, but no formal action was assigned.

Robert introduced the idea of a Brochure describing HCTV

The brochure would be used to communicate the goals and opportunities associated with HCTV

Action: Robert will provide content and a sample for the next meeting

Equipment:

The portable video rack in Cronin has been updated by Taylor. Work should be finished on Friday.

It can be used for live and video taping. It may be used for the Central Mass Drama fest in March (if there are no copyright issues)

There is also work being performed on the audio equipment in Cronin. The plan is to update the equipment as necessary and the operation procedures should be documented.

A review of the 5 year plan activities focused on priorities and operations. We are tracking to the plan.

HCTV Hours

Need to continue to publically inform the community of our open hours

Monday and Wednesday 3-7

Saturday hours will be 9-11 (which is a 2 hour reduction)

Robert reported we are covering 18 meetings per month.

The committee has identified obsolete equipment.

Action: Robert will identify the items in our inventory and find out if they can be sold

Action Roberts will provide costs on lighting umbrellas and portable backgrounds

Robert may offer a Summer program for town persons interesting in learning how to use the equipment we have. He will provide more information next meeting.

Future HCTV meetings will be held the second Monday of the Month unless there are Holiday conflicts.

The Meeting was adjourned at 9:07

Respectfully Submitted by

Ray Dunn Recording Secretary