

**Minutes of the Harvard Community Cable Access Committee Meeting
September 3, 2013**

(Approved on Sept 11, 2013)

The Special Meeting was called to order at 7:03PM. The purpose of the special meeting was to review the status of the HCTV Relocation project with the goal of approving the use of HCTV funds for the continuation of critical elements of the project.

Attendees

Mitch Norcross (Chairmen)
Jonathan Williams (Vice Chair)
John Ball (Member)
John Burns (Recording Secretary)
Ray Dunn (Member)
Stu Sklar (BOS Liaison)
Keith Cheveralls (School Committee Liaison)
Laura Vilain (Finance Committee Liaison)
SusanMary Redinger (School Committee Chair)
Robert Fernandez (Station Manager)
Bill Johnson
Steve Adrian

Minutes of the August 14 meeting were approved as distributed.

Mr. Johnson and Mr. Burns presented an update of the status of the exterior work completed to date and reported that the \$93K which have been allocated to the project have been expended or committed. The current estimate to complete the project is \$33.5K assuming Monty Tech returns to help complete the project. The estimate to complete the critical exterior and safety related work is \$16K; this work is planned to be completed over the next few weeks. The committee discussed possible sources and approaches to funding the remaining work in preparation for the discussion at FinCom on Sept 4.

A review of the current HCTV budget shows that money could be made available to fund this work at the expense of the next planned purchase of capital equipment for the studio. After a long discussion, Mr. Williams motioned that the committee approve the use of up to \$16K from account 26625-52000 to cover critical work for the HCTV relocation project. Critical work was defined to include items related to safety, security and the protection of the investments made to date. The committee unanimously approved the motion.

The meeting adjourned at 8:30.

Respectfully submitted by:

John Burns (Recording Secretary)