

STURBRIDGE CABLE ADVISORY COMMITTEE
MINUTES OF 11/12/13

John Clancey called the meeting of the Cable Advisory Committee to order at 4:30p.m. The following members were also present: Steve Greenberg, Kadion Phillips, Bruce Butcher and Steve Tieri (Jeff Bonja was unable to attend).

ACCEPTANCE OF MINUTES John Clancey made a motion to accept the minutes of 10/08/13. Steve Greenberg seconded the motion. The motion was approved by a vote of 4-0.

PRODUCTION COORDINATOR'S REPORT

Bruce continues to take care of the daily programming on channels 11 and 12, schedule and supervise the the camera operators. One ZBA meeting was missed due to operator schedule confusion. From then on, he has started emailing all of the camera operators every Monday morning regarding the upcoming week's schedule. Bruce talked to Michelle Jervis, Selectman's Secretary for the Town of Dudley regarding the town-wide survey that they recently conducted:

1. They used "Survey Monkey" and were happy with the service
2. They placed the survey on-line, and printed versions at the Town Elections and at Town Hall for people to pick up.
3. Dudley has approximately 11,000 residents. Approximately 1,000 surveys were completed.
4. The main complaints were regarding call-ins to Charter when they had problems. The elderly also complained about the cost.

Bruce asked her if they got the impression that mainly the dis-satisfied filled out the survey and she said yes. He attached Dudley's survey questions to the production coordinator's report. The sound in the Selectmen's meeting room is improved after the addition of two new gooseneck microphones that Bruce recently purchased. Bruce purchased a new lamp for the overhead projector in the Center Office Building but hasn't installed it yet. Also at the COB, he took shelves out of the cabinet where the microphones are stored in order to make more room because the wind screens are getting ruined. Bruce also got a quote for an air conditioning unit for the Cable Access office. Regarding the studio idea at the senior center; they have only two electrical outlets in the entire second floor room. Bruce has been asked to go over to Burgess Elementary in order to give them a revue on how to run their Tricaster system. He plans to train Steve as well. Bruce added one new camera operator to the crew and met with an another potential operator today. OUTREACH: Bruce is in the process of creating a network of local Cable Access people in order to share ideas, programs and technology. So far he has talked to Charlton, Leicester, Spencer, Brimfield and Palmer. Bruce attended the New England Broadcast and Cable Expo at the DCU Center in Worcester and talked to a number of vendors including Michael Ridinger.

PAGE 1 Cable Advisory Committee Minutes of 11/12/13

Bruce talked to a tech (Jay Paul) from Valley Communications regarding the picture quality of the cameras in the Veteran's Hall. He said he'll stop in when he's in the area. They might need to be reset or re-calibrated.

Bruce called Boston Closet and left a message regarding shelving for his office.

Bruce recorded "Harvest Fest" and put a program together for channel 12.
Steve recorded the Brimfield Antique Auto Show and put a program together for channel 12.

•
ORIGINAL PROGRAMMING ON SCTV

Weekly Drive-In Movie; Sat. 8pm
Meg's Minutes, Gourmet Grannies, Senior Center Seminars/Events
WESO Various guest programs
WESO Bob Briere Sturbridge History series
WESO Politics as Usual series
WESO College Planning series
Second Chance Animal Shelter
Know the Law with Thomas Marino series

REVIEW THE NEW SEQUENCE OF QUESTIONS:

The committee reviewed the questions and also compared them to the Town of Dudley's recent survey questions. Adaptations, adjustments and additions were made as well as discussions regarding overall layout and execution of the survey for Sturbridge. Postal rates were also discussed. John learned that it would be .16¢/per mailing. In December, we will decide on the survey and the mailing situation and during January, we will initiate the survey.

NEW BUSINESS:

Bruce will be putting an excel spreadsheet together detailing the equipment inventory.

The next meeting was scheduled for 4:30 p.m., December 10, 2013, in the second floor conference room of the Town Hall.

On a motion made by John Clancey, seconded by Kadion Phillips, and voted 4-0 the meeting adjourned at 5:20 p.m.