

Cable Committee Meeting March 9, 2013

The meeting was called to order officially at 10:10AM. Attendees were: Chair of the Cable Committee Dave Melpignano, Cable committee members Dorothy Davis, Janet Sheffield, and Jane Bouvier (arrived late), cable director Bob Colman and production assistant Gina Marini.

It was decided to hold off on previous meetings minutes, for Jane for a quorum to approve old minutes.

New Shows:

New shows are in the in the works; the Gameboy show is being produced by Dave Machado. There is also a new lacrosse show produced by Jim. The Gameboy show has a bunch of students and a teacher interested in helping out; the show is about new games or a walk through of how to play certain games. The lacrosse show follows a lacrosse league. Dave Melpignano's class is helping Bob Colman out in the studio running equipment or producing new shows. Janet Sheffield suggested having a woman's History segment for a special to air on the station. GD Stem is making a come back with the high school's robotics team; they want to showcase the high school robotics and want to invite the community. There is also a potential new cooking show on the horizon; a woman who took one of the workshop classes, is interested in putting together a cooking segment.

Discussions:

The next workshop is scheduled for Monday the 18th. There will be announcements through Facebook and other forms of media to inform the public.

The Hometown Awards is coming up, and Dave Melpignano suggested a film festival. The film festival would consist of locally produced shows and/or students projects from the past few years and/or this past semester. The showing would be scheduled on a Thursday or Friday night at the end of the school year in the black box. There was also talk about getting some of the after school clubs involved to possibly help fund the festival.

Account:

The Main Account: \$ 154,519.81(+\$24,721.51)
Equipment Grant: \$ 90,487.54
Sponsorship Account \$ 4,172.72

There was a discussion concerning the Cable's account and the funding of the station.

School Policies:

Equipment in the possession of students should be made known to parents by providing a document stating the student's responsibility for the equipment and should be signed by both the parent and student.

Charter Re-licensing:

The Cable committee asked Charter for a specific test regarding Charter's signal among certain areas within the town; Longley Road and Chicopee Row. Charter stated they can test the signal, but not sure if that is the problem or if they can find the problem. The Cable Committee wants to fix the problem and will pay for the testing.

Board of Selectman Meetings on Vimeo: Problem:

Jack Petropoulos contacted Dave Melpignano about potentially putting the Board of Selectman meetings on Vimeo. People would be able to view the meetings in their entirety and can view them virtually anywhere. The idea is to cut up the programming in bits and pieces so the public can read a comment and then hear what the comment was by clicking on the clip. Bob suggested using Vimeo pro instead of Vimeo. The station has been experiencing problems with Vimeo, the longer the file, the harder it is to upload to the server. By using Vimeo Pro there might be fewer problems. There was also a suggestion of contacting the Groton Herald or other forms of press to use the footage as they would like in exchange for putting the footage up online for everyone to view the meeting in its entirety. There was also a discussion about the set up of the cameras and how the meeting is recorded; specific selectman, during meetings, are not able to be visible to the viewer. The viewer can only see a wide-shot making it hard to determine who is talking. There was a suggestion of possibly buying and installing one or two more cameras to help ease this problem.

Janet made a motion to have Bob contact the press and explore the possibilities to make the Board of Selectman meetings available to the press in exchange for the press uploading the entire meeting online; Dorothy seconded this motion. There was further discussion on which press was to be contacted. Dave Called for a vote, which was unanimous, all were in favor and the motion was passed.

Summer internships:

The committee agreed that they wanted to offer a summer internship again. There are two positions in which the intern can take; the first option would be a general production position, helping out on a show that is already being produced and the other option is a more creative position such as producing a new show or making a movie. The internship is paid and last summer the station had 3 interns. Dorothy moved to continue the summer internships for any student attending Groton-Dunstable Regional High school, or any Groton resident currently enrolled in high school or college. Janet seconded the motion, and there was no further discussion. The motion passed unanimously.

Raises/employees expenses:

The town is now on a merit based raise system. Bob brought to the Committees attention that Brendan Crewe received a 2% raise, and since Gina Marini has not been with the station for a year, she will not be eligible to receive a raise. He is going to talk to Mark Haddad to see if a six month evaluation can be conducted. There was also a discussion about Bob Colman's evaluation and it was agreed that Bob should get a 2% raise.

Dorothy moved to ask Mark Haddad to give Bob Colman a 2% merit raise. Janet seconded the motion, the motion passed with a unanimous vote.

Dave Melpignano will correspond with Mark Haddad by writing him a formal letter requesting the former.

Purchase requests and Recommendations:

Hard Drive replacement for program server 2@ \$125= \$250: Janet moved to replace the hard drive for the program server at \$250.00. Dorothy seconded the motion and there was no further discussion. The motion passed unanimously.

Photoshop workshop \$199.00: Bob requested the sum of \$199.00 in order to take part in a Photoshop workshop. By taking this class, it will help to advance the studio. There was discussion about the expenses of the day i.e. lunch, travel along with the actual class itself. Janet made a motion not to exceed the sum of \$250.00 for the Photoshop workshop, which was seconded by Jane. There was no further discussion and the motion was passed unanimously.

Hometown Awards Entry Fee(s) \$75-\$450: Bob requested the sum of \$450 to use as an entry fee for the Hometown Awards. He would like to enter up to 6 shows produced from the station. Dorothy moved to pay the entry fees for up to 6 shows but not to exceed the sum of \$450.00. Jane seconded the motion. The motion passed with a unanimous vote.

Other:

There was another discussion about Vimeo Pro. Janet moved to upgrade to Vimeo Pro at a cost of \$300.00 per year; Dorothy seconded the motion. The motion was passed with a unanimous vote.

New Business:

Jane brought up that there are a lot of people who come to her show and want to look at themselves before they are on air; She suggested possibly purchasing a new mirror for herself and for her guests so they can view the way they look before the show. Dorothy made a motion not to exceed the sum of \$100.00 for the purchase of two mirrors for guest and hosts to use at the studio. Janet seconded the motion, there was a unanimous vote, all were in favor. There was no further discussion.

Bob is still working on getting two cubicles for the station.

The station has been around for 21+ years along with the Cable Committee and an idea was proposed to have a celebration. Everyone agreed that this should be combined with the film festival; a celebration of shows and films as well as the place in which they are produced. The event could possibly be catered.

Previous Minutes:

A motion was made by Jane to accept the Minutes of 2/16/2013. Janet seconded the motion. There was a vote and the Minutes of 2/16/2013 were approved.

Dorothy made a motion to adjourn the meeting. Janet seconded the motion, there was a unanimous vote and the meeting was adjourned at 12:10 PM.