

Belmont Cable Access Committee Meeting (BAC)
Minutes 2/15/05
8:00pm BCTV Studio

Present: John Verrilli, Joseph Tovares, Maryann Scali

Call to Order:

The meeting was called to order at 8:05 pm by John Verrilli, Chair.

Review of minutes of 1/25/05:

Minutes were accepted as written.

Issues Technical:

- Humbars - The staff is checking into the problem. It is hard to pin down. They will report back
- Updating the Bulletin Board Offline - A suggestion was made that the bulletin board be updated while a program is running so as not to interfere with viewers who may be tuned in.
- Slate- A suggestion was made that the staff use a slate to notify viewers of technical difficulties

Issues Programming

- Scheduling - Staff should make sure that programs are run when scheduled.
- Updating - Staff should update the schedule daily
- Production - Encourage more production and more local production
- Producer List - Publish a list of volunteers of producer and volunteers

Station Management

- Phone Machine - Keep message current
- Janitorial service - Question was raised about whether or not the school provides janitorial service.
- Graduation - Staff will be asked to tape producer graduation ceremony.
- John Verrilli suggested that the staff contact the school about the senior award ceremony. It was requested that the senior award ceremony be covered.

Technical

- Modulator - The committee discussed the need for a new modulator to allow for seamless switching between bulletin board and remote shoots.

Programming

- Staff is doing a good job of submitting the schedule to the Belmont Herald.

Station Management

- The committee discussed the need to monitor broadcasts on a large screen television
- The committee discussed the need to keep the studio orderly.
- The signal going out seems to be fine.

Station Web Site

- The committee noted that Jeffery Baristow is doing a great job on the web site

Volunteer list

- The committee reviewed the volunteer list

License Renewal

- John Verrilli reported that the renewal seems close.

Misc.

- John Verrilli reported that things in general seem to be working better
- John Verrilli reported that there is a good group of volunteers in place
- A discussion was held about whether the MCTF meetings were officially "open meeting."
- The next meeting was scheduled for 3/15/05
- The meeting was adjourned at 8:47pm