

BCAT, Inc., Board Monthly Meeting Minutes

Meeting Date: Tuesday, August 20, 2024

Board Members present: Paul Wittman (PW), Bob Dutton (BD), Ralph Hammond (RH), Scott Counsell (SC)

Board Members attending remotely: None

Board Members not present: None

Staff Members present: Brian Hebert (BH)

Visitors present or attending remotely: None

Board Meeting held at the Bedford TV Studio

General meeting was called to order at 6:59 PM

Approval of BCAT Board Meeting Minutes of July 18, 2024

- The minutes of the BCAT Monthly Board meeting and Executive Session held on July 18, 2024, were unanimously approved.

Executive Director Report Summary

Finance

- Three staff laptops have been purchased from FY25 capital funds. A request for a reimbursement has been sent to the Town.
- The next capital purchase will be a new Allen & Heath audio board for the studio.

Operations

- The studio lighting and audio cabling will be upgraded after the new audio board is installed.

Classes

- The summer scriptwriting, filmmaking and photography classes are wrapping up on 8/21. The second Summer Camp will focus on news and will run from 8/26-30; five students are signed up.
- Fall classes are being submitted to the Bedford Recreation Department and begin on 9/11.
- The Advanced Filmmaking Class will be offered again in the fall, starting on 9/12.

Outreach

- Students have been taking part in Crowdsourced Boston, a filmmaking project for which they are producing a scene. Production is scheduled for 8/26 & 8/27, with a due date of 9/5.
- Planning is also underway for Bedford Day on 9/21. The parade will be covered and a booth set up at the fair as in past years.
- A new Basic Level Community Partner joined BTV – 'Right at Home'.

Productions

- Bedford Schools sports coverage resumes on 9/3, with ten productions scheduled prior to our next meeting in September. Sports graphics content is being updated and partnerships are being arranged for the upcoming season.
- Government meetings are ongoing, with coverage of the Select Board, Finance Committee, Board of Health, School Committee, and Planning Board. The Council on Aging is furnishing recordings.
- For the weekly news program, the 'Sports Update' segment with Michael Rosenberg of the Bedford Citizen will resume in the fall. The interview segment 'Bedford Talks' will be the major focus of the summer camp. The graphics for the news are being updated by the Production Coordinator.
- Other summer productions include Bedford Common on 8/22, and Starfish Storytellers on 9/4.

Deadlines

- 9/21 – Bedford Day

Strategic Planning

- SC mentioned that the working group assigned to identifying new funding sources for BTV will be meeting in the fall. The Massachusetts Legislature did not pass the streaming legislation designed to generate revenue for cable access stations, which will inform the working group's discussions.
- Upgrades to the Reed Room and Select Board Room are still under consideration, with the Reed Room considered a priority.

New Business

- Negotiations continue between the Town and Verizon for their cable license renewal due in October. An ascertainment hearing is pending for September.
- The principal capital purchases thus far for FY25 are the staff laptops and audio board.
- The Board discussed ways to recruit a new member to fill the current vacancy on the Board. A recruitment effort can be made at BTV's Bedford Day booth.
- It was agreed to hold the BTV Annual Meeting on Friday, 12/6.

Regular meeting adjourned: 8:00 PM

Next Monthly Board Meeting: Thursday, September 19, at 7:00 PM

Prepared by: Scott Counsell - Clerk

