

# BCAT, Inc., Board Monthly Meeting Minutes

Meeting Date: Thursday, April 17, 2025

**Board Members present:** Paul Wittman (PW); Ralph Hammond (RH); Bob Dutton (BD); 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 7:07 PM**

## Approval of BCAT Board Meeting Minutes of March 18, 2025

- The minutes of the BCAT Monthly Board meeting held on March 18, 2025, were unanimously approved.

## Executive Director Report Summary

### **Finance**

- The latest budget projections show an underrun of \$5921.20 for Q3 and an underrun of \$4320.69 for FY25.
- Requests for the final capital purchases of a streaming kit and a camcorder have been forwarded to the town finance department.

### **Operations**

- A college intern with a graphics background be joining BTV in mid-May.
- BTV's tax exempt status expires on 5/25. The MA Department of Revenue will issue a new certificate about thirty days prior to the expiration and will provide an ST-2 renewal form.

### **Classes**

- The classes for Intro to Filmmaking, Intro to Scriptwriting and Intro to Photography that will run during the summer have been scheduled through the Bedford Recreation Department.
- The Intro to Script Writing class will begin on 4/23, with two students enrolled so far.
- The Advanced Filmmaking Class began on 3/7; they have been tasked to create a 'behind the scenes' history of BTV.
- Adult classes are being offered as requested.

### **Outreach**

- BTV has enlisted the support of several new community partners:
  - FYZICAL - Elite Level (\$1000)
  - Red Heat Tavern - Sports next year (\$900)
  - Bedford Family Law - Sports this spring and next year (\$900)
- Other partners who are up for renewal by the end of FY25 include:
  - Bedford Dental (\$200)
  - Bedford Citizen (\$200)
  - Goddard School (\$600)
  - Suzanne & Company (\$1000)
  - The Black Dog Group (\$500)

## **Productions**

- Bedford Schools sports coverage is ongoing, with nineteen productions scheduled prior to our next meeting in April.
- 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.
- The weekly news program continues to feature 'Bedford Talks' interviews and segments produced by interns and volunteers. The 'Sports Update' feature is now hosted by Dan Brosgol.
- Other upcoming productions include Autism in Bedford Community Forum, Groove and Gab Cafe, Starfish Storytellers Podcast, Bedford Common, Historical Society Meeting, Bedford Rec Dance Recital, Bedford Color Run, and the Middle School Tenacity Challenge.

## **Deadlines**

- 4/30/25 - Q3 Report due to the Town
- 5/1/25 - FY25 Q3 Report due to the Town
- 6/13/25 - Rules and Regulations deadline for review and approval
- 6/30/25 - End of FY25

## **Strategic Planning**

- The working group assigned to identifying new funding sources for BTV is planning on meeting in June. Select Board member Bopha Malone has been appointed as the new Select Board liaison to the Community Media Committee (CMC) and will be joining the group. Its discussions will include establishing a framework for municipal support of BTV in future years. It was noted that our current grant agreement runs to the end of FY 2026 and that it may be desirable to implement changes at that time.
- No candidates have emerged to fill the vacancy on the Board.

## **New Business**

- The Alliance for Community Media (ACM) 2025 Annual Conference will be hosted in Boston this year, at Boston University on June 24-26.
- There will be no ACM-NE conference next year.

**Regular meeting adjourned: 8:20 PM**

**Next Monthly Board Meeting: Tuesday, May 20, at 7:00 PM**

**Prepared by: Scott Counsell - Clerk**

