A9CC – Educational Access Committee

Area 9 Cable Council, 17 Crawford Road, Westport, CT 06880 | http://edaccess.a9cc.org/

To: A9CC Ed Access Committee Members   **Date:** February 1, 2016
From: Jennifer Cirino, Acting Secretary
Re: Minutes of Meeting (February 1, 2016)

ATTENDANCE: (**yellow** highlight & **asterisk(*)** = present)

TOWN	Member(s)
Darien:	Marc Marin*
Easton/Redding:	TBD
Greenwich:	Susan Morris*
Greenwich /Sacred Heart:	David Pisani
NCC:	Stoney Duren
New Canaan:	Roman Cebulski*
Weston:	Kosta Myzithras*
Westport:	Jennifer Cirino*
Wilton:	Mathew Hepfer*
Cablevision:	Jennifer Young*

Roman called the A9CC Ed Access Meeting to order at 1:45pm. 6 towns were represented (6 districts).

Minutes from 12/7/15 approved (with corrections to headings). Motion by Jennifer Cirino to approve the minutes; Mathew seconded. Approved.

1. **Old Business**
   a. Cablevision report - Jennifer Young
       i. Cablevision building access
            1. If need to enter the building for meetings and no security guard is present, call x5614 to reach Jennifer Young
       ii. Head End Upgrades
            1. Completed towns are Darien and Greenwich
            2. Pending now with Easton and Redding
                 a. Trying to complete both Government and Education at the same time
            3. Wilton will be next; Westport after that
            4. All schools will be done before the end of the school year
       iii. Cablevision being bought by another company - not sure what will occur with the Public Access grant money
            1. Can we explore the option for upgrading the return lines to fiber? Looking to at least be able to broadcast in widescreen format

b. iNet & Grant Reports
   i. Reminder to submit your iNet reports; need to email them to Jennifer Young and cc Hal on the email
      1. iNet is a log of everything that was aired on Ch 78 during the past calendar year (for 2015)
   ii. Grant Reports - if you request money and have received it, you need to complete a Grant Report and submit with specific equipment itemized that was purchased / or other expenditures; remit with invoices
      1. Need to account for operations budget with Payroll records or W9s
      2. Next grant cycle will most likely begin in April 2016
      3. Question about whether or not you can apply for the next grant round if you haven't submitted all of the invoices for the operations budget?
   iii. Question about iNet locations and the process of switching between the different locations in the school system; currently you have to fax in a request to switch it;
      1. One option (used in Wilton) could use DEVOS to take the feed from ARCUS (Discover Video service) and connect it to the iNET and sent it out that way
c. Membership
   i. Main goal: to generate content for Channel 78
      1. Members update:
         a. Thanks Marc from Darien for joining us and coming to the council;
         b. Kosta will be continuing on as the Weston representative
         c. Kyle Seaburg will hopefully be joining us from Norwalk
         d. Stoney is still on sabbatical;
      2. Goal is to get content on the channel; within each district, think about the best way to get content up on the channel
         a. if you have a film or TV teacher, studio advisor, etc., reach out to them and see what they are doing to help get content to broadcast
   ii. Attendance
      1. By-laws state that there is a certain attendance requirement to be considered for grants;
         a. Need to have people here throughout the entire year (not just for grant requests);
         b. Discussion about the by-laws requirement;
      2. Discussion about virtual meetings; and/or hybrid meetings (maybe some people physically at the meeting, and others join in virtually);
         a. Cannot be virtual to request and/or approve grant requests

2. 2016 ANCC Access Awards

a. Overview
    i. Info about the contest is available on the EdAccess website: http://edaccess.a9cc.org/
    ii. The contest is a great way to generate content for Ch 78 from schools at all levels (elementary, middle, and high school)
    iii. Our Ed Access committee judges the videos as a group
b. Changes
    i. Some of the recommendations from last year:
        1. Make the form easier to complete; work on it at the next meeting
        2. Changes to credits - discussion about not counting credits towards the time requirements
        3. Link to resources on Copyright requirements from the form; need to create a Google Doc with guidelines for the copyright
        4. Streamline the submission of entries - rather than use DEVOS to upload the files, could have them uploaded to Google Drive (a folder in each district's GAFE domain) and then shared with the generic A9CC Ed Access gmail address
        5. Possibly explore different trophy vendor
c. Timeline
    i. Deadline for entries is May 8th
    ii. Compilation meeting is May 9th
    iii. Voting day is May 17th - Wilton has offered to host
    iv. Flyer will announce the due date - Roman will complete the flyer A.S.A.P.

3. 2016 Grant Update
a. Look for the new round of grants in April; see Cablevision report under Old Business above

4. Show & Tell
a. Roman brought his Panasonic AC8PG camcorder; full HD; costs around $1,100.
    i. Durable, but light; they make it for a shoulder cam, but it's fairly light.
    ii. Using these for all shoots, such as sports and graduation.
    iii. Has an LCD screen and an adjustable viewfinder.
    iv. Comes with a shotgun mic; does not have an XLR plug,
    v. Battery in the back, and you can plug it in so that it charges it while it's off (no need to remove the battery to charge).
    vi. Regular RCA outputs and Component outputs; also has HDMI outputs (just need to switch it in the menu); Also has two SD slots; Headphones.
    vii. Can set it to manual mode (manual white balance, but also can have automatic focus).

5. Next Meeting
a. March 7, 2016 at Westport (either Technology Center or Staples High)

Motion to adjourn by Mark; Susan seconded.
Meeting adjourned at 3:25 pm.

Respectfully submitted,
Jennifer Cirino
Acting Secretary