



Hudson Community Television Advisory Committee

Committee Meeting Minutes

Meeting Date: March 18, 2019

Meeting Location: HCTV Studio, Hudson High School

Members and Guest in attendance: Michael Beam, Aimee Dunphy, Ginny Frazer, Jeff Russell, Thor Wasbotten and Nick Zaklanovich. **Ex Officio:** Dan Gerbracht, Barbara VanBlarcum.

Guest: Jody Roberts, City of Hudson Communications Manager.

Not in attendance: Patrick Miller. **Ex Officio:** Dr. Dan Williams – Council Liaison.

I. Call to Order

Committee Chair Nick Zaklanovich called the meeting to order at 6:32 P.M. Ginny Frazer took notes.

II. Greeting of Members and Guests

Nick greeted all in attendance. Jody Roberts, City of Hudson Communications Manager, was present at the meeting.

III. Board Orientation Handbook Discussion

Jody Roberts, City of Hudson Communications Manager, presented items from the Hudson, Ohio Council/Board Orientation Handbook. Copies of the handbook were distributed to the committee members electronically and in printer form. Jody Roberts thanked the board for their service.

Items that were presented:

- The organization of the City of Hudson Government was explained.
- The Sunshine Laws were explained. Decisions cannot be made using emails.
- The HCTV Advisory Committee represents the City of Hudson. All discussions should only involve business of HCTV.
- Public Records include the following of the HCTV Advisory Committee - minutes, agendas, emails on personal servers, texts and voice mails on phones, and written notes concerning HCTV business. Public Records can be requested by the public. Any requests should be sent to Jody Roberts. There is a procedure for how long Public Records must be kept and a procedure for destroying Public Records.
- Code of Ethics - if any questions or concerns contact the City of Hudson Solicitor.

III. Board Orientation Handbook Discussion, continued

- Members of the HCTV Advisory Committee or family members of the HCTV Advisory Committee cannot benefit or enter into a contract from their position on the committee.
- Communication - Statements (including social media) from members of the HCTV Advisory Committee reflect the policy of the city or the HCTV Advisory Committee. Unless the member states that it is a personal opinion, policies that have not been established by the city or the HCTV Advisory Committee should not be discussed.
- Social Media - Be sure not to show images of anything that would compromise the city and safety forces.
- Media (Newspaper, TV) - Any requests for information should be referred to Jody Roberts.
- Jeffrey Russell asked about sending Letters to the Editor. Letters to the Editor should be sent to Jody Roberts first to be sure the information is accurate. If a member is filming an event, the member can give a quote about the event if asked. If other information is asked that may be controversial, do not answer but contact Jody Roberts so she is aware of the request.
- Jody Roberts requested the printed HCTV policy concerning covering both sides of an issue (i.e. Downtown Phase II). The City of Hudson can provide educational information concerning any issue that is on the ballot. Jody Roberts discussed some of the Downtown Phase II information that is presently available.
- Nick Zaklanovich expressed concern that people did not give permission for quotes that were published from public board meetings. Jody Roberts said that if a public meeting was on television/internet, permission was not required. She said the newspaper sometimes does not get the information correct or have balanced coverage.

IV. Approval of Previous Meeting Minutes

The draft minutes submitted by Nick Zaklanovich from the February 19, 2019 committee meeting were approved as amended. Per Dan Gerbracht, bottom of page 3 item was changed from 90 minutes to 90 seconds. The approved minutes will be posted to the City web site.

V. Station Management Report – Dan Gerbracht & Barbara VanBlarcum

Barbara VanBlarcum provided a summary of station activities:

Public Access:

- “Faithfully Yours, James Ellsworth” given to the L.A.M. Group at St. Mary’s.
- WRA seminar about the Underground Railroad - - given at the WRA Chapel.
- HLHS: Leonardo DaVinci.
- Hudson Middle School Choirs.
- Hudson Middle School Talent Show.
- Retirepreneur Dream Event.
- Hudson Heritage Association: 1936-1937 Great Lakes Exposition.
- Public access discussions with Heidi Schweighoefer for her upcoming “North of 65” series.
- Public access discussions with Ian Oppenheim and Iris Gold for the SAGE program.

V. Station Management Report – Dan Gerbracht & Barbara VanBlarcum, continued

HCTV Productions:

- Hudson Community First Career Panel.
- Hudson Garden Club Heirloom Plants.
- Hudson High School Choir Concert - - with HHS video students.
- Hudson High School Orchestra Concert - - with HHS video students.
- Hudson High School Band Concert - - with HHS video students
- BDMF JumpStart
- Exploring Sound Concert at KSU - of HHS Wind Ensemble playing with KSU's ensemble
- Presentation at HHS to class: PSAs being produced by HHS Journalism/Biology students

HHS Digital Video Production class:

The above concerts, plus:

- HCER Kiwanis Basketball Playoffs
- Two more The Herman Shows: CAVS dancer, Internationally-ranked ping pong champion
- Footage for Bloodhound at East Woods School - - including Mike Ford's presentation
- Acquired videos from Hudson Library & Historical Society: Senator Jeff Flake, Charles Stack (entrepreneur) and Elaine Weiss (researcher, author).

Dan Gerbracht provided a summary of station activities:

- A handout and presentation concerning HCTV was given for the Hudson city staff.
- A new banner was ordered for display at HCTV public recordings.
- New unique set for interviews is being developed in the HCTV Studio.
- Weather, city alerts and traffic cameras are in the new Carousel Bulletin Board System.
- Hudson City Schools are completing their Carousel Bulletin Board System.
- Bloodhound Race program is continuing this year.
- Ellsworth Meadows Program is being developed on new golfing rules.
- Dan and Phil are being certified in operating a drone that was purchased by the city.
- The editing computer died and needs to be replaced.
- Applied for a grant with Hudson Rotary for camera lens.
- The lighting system in the studio needs repaired.
- An informational Downtown Phase II video is being produced.

VI. Friends of HCTV Update – Ginny Frazer

Ginny reported that Friends of HCTV had a meeting on March 5, 2019. FOHCTV has extended the college scholarship for Hudson High School seniors' deadline until April 15, 2019. Ten hours of volunteer service at HCTV were difficult to manage with the deadline for March 1, 2019 since the seniors did not find out about the scholarship until late in December. If no applicant fits into the requirements in 2019, the scholarship fund will roll over to the following year. Working in conjunction with the Hudson Community Foundation, the proposed scholarship will be for \$1,000.00.

VI. Friends of HCTV Update – Ginny Frazer, continued

The goals of FOHCTV are to make the community more aware of HCTV and to raise funds to help with funding for HCTV. There are car stickers to encourage people who have cut the cord to donate to FOHCTV, there are “business size” cards to pass out at events so that people realize they can watch HCTV programs online.

Brochures have been developed (and distributed at Hudson Expo) to promote HCTV and FOHCTV, a website shows citizens information about FOHCTV and gives them the ability to contribute through PayPal, and FOHCTV have urged members to post information about FOHCTV on their Facebook pages.

A grant has been written to Hudson League for Service to purchase two public access cameras and accessories. The grant was due March 1, 2019 and the recipients will be announced in April 2019. The next requests for equipment from HCTV Staff is for a DVD/Blue Ray Burner and a storage server for all video files. Both of these requests are in the \$2,000-\$3,000 range.

At the next meeting, FOHCTV will make decisions about collaborating at events in Hudson to help raise awareness and funding.

VII. New Access Program Ideas, Previous Meeting Follow Up & Once Around

Jeffrey Russell asked if the Carousel Bulletin Board System would be available on a monitor in the reception area of the new Hudson City Administration Building. He said it was on Dr. Dan Williams’ “radar” but wanted Jody Roberts to be aware of it. Jody Roberts made notes concerning the suggestion.

VIII. Adjournment

The meeting was adjourned at 7:40 PM.