

MEETING MINUTES
DCAT GOVERNANCE COMMITTEE
April 5, 2005

MEMBERS PRESENT: Paul Gasowski, Peter Brown, Tom Merrick, Erika Mantz, George Kachadorian, Kathy Kentner, Julian Smith, Carol Camp, David Langley

ALSO PRESENT: Craig Stevens

- I. **CALL TO ORDER:** Chairperson Peter Brown called the meeting to order at 7:05 p.m.
- II. **AGENDA APPROVAL:** Agenda approved with the addition of "Sponsorship" under Old Business and the removal of producer guidelines from New Business
- III. **ELECTION OF OFFICERS:** Peter Brown was elected chair, Tom Merrick vice chair and Erika Mantz secretary.
- IV. **APPROVAL OF MINUTES:** Minutes were approved with one change: time of adjournment was 8:21 p.m.
- V. **DCAT SUPERVISOR REPORT:** Craig reported that Warren Daniel (The Bagelry) is interested in doing a trade sponsorship like the one Houghton's Hardware and Durham Marketplace did for the candidate's night.
- VI. **REPORTS AND COMMENTS OF MEMBERS:** Dave shot the Troubled Bridge Over Water; got about 20 minutes raw footage. Paul reported that the program on the UNH boat building project is airing now; he also explained that it was more than 60 hours of work to get the 20-minute show and that was with a community member acting as the producer and the script writer. He is also working on a piece about Special Olympics and the peace conference held at ORHS April 9. Paul also reminded the group that the school district had lost two people (Don Lafferty, ORHS principal, and Tom Carroll, ORCSD superintendent) who greatly supported DCAT. On the issue of copyright, Carroll was going to have the district's legal counsel work on it, but Paul said he won't be raising the issue again until summer. He also reiterated that the goal of the school district is to have equipment and trained people in every OR school and that programming would be staff initiated. And as the committee develops policies and guidelines, it must realize the school has to follow its own. Carol offered to take pictures on a regular basis for use on DCAT slides. Tom said Jane Faix at the local bank does have some money for sponsorship. Pete reminded everyone that the job of the committee is not to produce programming.
- VII. **PUBLIC COMMENT:** None
- VIII. **OLD BUSINESS**
 - Sponsorship: There are no guidelines for PEG channels, only thing we have to follow is the agreement with Comcast.
 - 2.11.4 under "Sponsoring a Program" was unanimously approved as follows: Credit for sponsorship may be in the manner of "This program was made possible through a grant by..." or "Goods and services used in this program were contributed by..." or may use a PBS style credit with logo or other graphic and voice over (see <http://www.pbs.org/producers/guidelines/index.html>)
 - 2.11.5 under "Sponsoring a Program" was approved as amended to read Sponsorship credits can only be shown before and after the program and shall not exceed a total of 30 seconds per half hour of programming. Paul abstained from the vote.

IX. NEW BUSINESS:

- 1. Bicycle programming: tabled by Dave
- 2. Producer guidelines: removed from agenda
- 3. Application form: Application for Access Channel Use (Form 1.1) was unanimously approved as amended as follows:
 - A. First check box changed to “Resident of the Town of Durham, NH”
 - B. Removal of the word “Approximate” from before “Running Time”

X. NEXT MEETING: May 3, 2005, 7 p.m.

XI. ADJOURNMENT: 9:08 p.m.