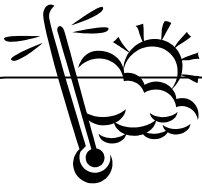


Community Access Quarterly

Random Access Notes from Executive Director Jeanne Bleil



Community Access Television

Orientation

July 6, August 10, Sept. 7,
6:00 p.m.

Upcoming Classes

Level I (Required)

Basic Television Production
August 1-22, four Tuesdays

Field Camera (Elective)
July 19, August 9

Field Lighting (Elective)
July 31, August 30

Field Audio (Elective)
June 28, July 24, August 14

Remote Truck (Elective)
July 11-25, three Tuesdays

All classes are held in our studio at 6:00 p.m. on the dates scheduled and require advance signup and payment where applicable. Being a paid member and attendance at an orientation session are the prerequisites for signing up for the required Level I, Basic Television Production class. Level I is a prerequisite for all elective classes, for each of which there is a \$10 fee. You can pick up our class schedule for the remainder of 2006 in the lobby.

Welcome to our newest CAT staff member, Production Assistant D.J. Barker. D.J. has been a member at Community Access Television for almost six years and is well known as a very active and helpful volunteer. He has received awards as Standout Member and CAT Watchdog, as well as several awards for volunteer hours, and is the producer of *Mr. Bear Today*, *16 Minutes*, and *Kidz Snacks*. He brings a wealth of technical knowledge to the position, as well as familiarity about public access television and CAT rules of operation. We were very glad to welcome D.J. to our team in early May.

On the downside, hiring D.J. meant that he could no longer serve on the Board of Trustees, but on the upside, that means that his seat, which expires in October 2008, is open to other members. If you are interested in serving on the Board of Trustees, please let your interest be known to either Jim Globa or myself so that we can propose your name to our board. Our bylaws say that if an elected seat becomes vacant, the board may appoint another member to complete the unfinished term. The board will most likely make a decision on the seat at the August 16th meeting. Current board officers are Jim Globa, Chair; Jan Cornwall, Vice Chair; and Cindy Stone, Secretary/Treasurer.

Prepare to say 'Yes!' We will start calling trained members toward the end of July to help us shoot the Erie Art Museum Blues & Jazz Festival, August 5-6 at Frontier Park, and CelebrateErie, August 17-20 in the downtown area. But don't wait! If you want to be on the list for sure, call D.J. at 454-2226.

*

Our Coke machine has been moved to the back of the building, still visible from the lobby. Every time you buy a Coke product from the machine, you are contributing about \$.30 to CAT, so don't be shy, walk on back and plunk in those coins. And please don't forget to pick up your old tapes from the newly relocated shelves in the lobby. Discard dates are clearly marked.

This Week's To Do List

- ✓ Volunteer for Blues & Jazz and Celebrate Erie.
- ✓ Consider applying for elective board position.
- ✓ Sign up for upcoming workshops.
- ✓ Pick up tapes that are no longer running.

Back to Level I! After trying out the workshop approach for about two years, we have decided to return to a curriculum for new members that is similar to our original training approach. Each new member will be required to take a four-week basic studio production course, free with a new membership, before taking elective workshops or reserving the studio. By the end of the four weeks, each group will have produced a 10-15 minute program that will have all the basic elements included. In addition, each class member will be given a short, basic quiz on the concepts learned. The new Level I will be the prerequisite for all elective workshops, which include Field Camera, Field Audio, Field Lighting, and Remote Truck. For each elective workshop, there is a \$10.00 fee. As in the past, people who already have experience may “test out” by meeting with Production Coordinator Shawn Phelps. Our first “new” Level I class will take place in August, and for a list of all classes and workshops through the end of the year, please stop by the office.

**Not Exactly “Back to the Future”
(but close)**

June Actions by the Board of Trustees

At the June 14th Board of Trustees meeting, the board approved removing the minimum and maximum requirements for organizational memberships (formally there was a minimum of 5 people and a maximum of 10). This brings the rules in line with actual practice. Also, Jim Globa was reelected Chair and Jan Cornwall was elected as Vice Chair, and new class fees were approved. New CAT members are required to take Level I, Basic Television Production, a four-week studio class. This class, because it is required, is free, and although new members must pay their membership dues in order to sign up, the membership actually begins on the first day of class. A minor exception to the rule is that people who are being added on to an existing organizational membership have the same expiration date as everyone in their group. All classes taken after Level I are considered electives, and a \$10 fee is required to be paid in advance. The \$10 is nonrefundable, but if you need to re-schedule (and you let us know in advance), we will move the fee to the new class. Fees are transferred to a different class if you are a no-show or cancel at the last minute.

What You Did Last Year!

Summary of Activities
January 1, 2005--December 31, 2005

Member Activities

Members	183
Volunteer Hours	3,150
Members Volunteering	75
Average Hours Per Volunteer	42
Orientation Attendance	60
Workshop Attendance	219

Equipment & Facility Use

Equipment Reservations	749
Equipment Reservation Days	2,089
Facility Reservations	637
Facility Reservation Hours	5,720

Cablecast Activities

Total Hours of Programs	4,468	
Total Hours of First-Run Programs	1675.5	
Total First-Run Locally Produced or Sponsored	550	33% of total first-run
Total Satellite Downlink	1071	64% of total first-run
Total Hours 1998-2005	24,600+	481% increase to date
Total First-Run 2000-2005	6,221	253% increase to date

Financial Activities

Revenue by Source	\$173,939.00
Time Warner Cable Franchise Fees	89%
Grants	4%
Membership	3%
Production Fees/Development	2%
Class fees/Interest/Misc	1.50%

Expense by Category	\$173,307.00
Administrative	7.0%
Occupancy	7.5%
Production	11.0%
Professional Services	1.8%
Wages	58.5%
Benefits	8.6%
Employment Taxes	5.0%



City of Erie Cable TV Access Corporation
Community Access Television
142 West 12 Street
Erie, PA 16501

NON-PROFIT ORG
US POSTAGE PAID
ERIE PA
PERMIT NO: 60



Holiday Closings

Independence Day
Tuesday, July 4th

Labor Day
Monday, September 4

Hours of Operation

Monday through Friday
8:30 a.m. to 4:30 p.m.

Evenings Mon—Wed
Saturday mornings
By appointment
Subject to staff availability

HOW TO REACH US

Community Access Television
142 West 12 Street
Erie, PA 16501
(814) 454-2226; Fax (814) 455-4109
Email: info@cattv-erie.org
www.cattv-erie.org

Tips for Successful Producers

- ◆ Allow enough time to charge up field camera batteries before your shoot.
- ◆ Don't forget to purchase tapes and batteries ahead of time. Field cameras take mini-DV tapes and our mic kits take nine-volt batteries and AA batteries, depending on which kit you take out.
- ◆ If you need time to set up the studio before a shoot, you should reserve the studio accordingly. If someone else is using the studio before you, you will not have access until they are finished.
- ◆ Don't forget to check to make sure your equipment kit is complete when you receive it and before bringing it back.
- ◆ Please do not use cellular telephones in the edit booths. We have found that they sometimes interfere with the equipment.
- ◆ Never give us your sole copy of a program as we discard them if not picked up within thirty days of last cablecasting.
- ◆ Capitalize on the expertise of your fellow producers and our talented production staff. Ask lots of questions.