



Brattleboro Community Television

Annual Report to Members
 Fiscal Year July 1, 2013 – June 30, 2014

BCTV Board of Directors

<u>Board Members</u>	<u>Board Committees</u>
<p>Tim Wessel, President <i>At-large: 2014</i> Wendy Mason, Vice President <i>At-large: 2016</i> Martin Langeveld, Treasurer <i>At-large: 2015</i> Lynn Barrett, Secretary <i>Appointed: 2014</i> Joe Bushey <i>At-large: 2016</i> Beatriz Fantini <i>At-large: 2016</i> Jerry Goldberg <i>Resigned May 2014</i> Daryl Pillsbury <i>Appointed (Brattleboro): June 2014</i></p>	<p><i>Executive :</i> Tim Wessel, Wendy Mason, Martin Langeveld, Lynn Barrett</p>
<p>Brattleboro Community Television, Inc. 203 Main Street, Suite 201 Brattleboro, VT 05301 802-257-0888 BrattleboroTV.org</p> <p>BCTV provides public access services to 5,000 Comcast subscriber households in Brattleboro, Guilford and Vernon; and to 2,000 Southern VT Cable subscribers in Putney, Dummerston, Jamaica, Townshend, and Newfane.</p>	<p><i>Finance:</i> Martin Langeveld (chair), Joe Bushey</p>
	<p><i>Equipment:</i> Tim Wessel (chair), Joe Bushey</p>
	<p><i>Personnel:</i> Tim Wessel (chair), Martin Langeveld, Daryl Pillsbury</p>
	<p><i>Nominating:</i> Lynn Barrett (chair), Martin Langeveld</p>
	<p><i>Membership & Fundraising:</i> Daryl Pillsbury (chair), Lynn Barrett, Bea Fantini, Jerry Goldberg, Wendy Mason</p>
<p><i>Policies & Bylaws:</i> Joe Bushey (chair), Bea Fantini, Martin Langeveld, Daryl Pillsbury</p>	
<p><i>Website:</i> Lynn Barrett (chair), Wendy Mason, Joe Bushey, Jerry Goldberg</p>	

BCTV Staff

Cor Trowbridge
Executive Director

Roland Boyden
Production Manager

Jeff Mastroianni
Content Manager

Rich Melanson
Field Producer

Vlasta Popelka
Operations Manager

Part-time Producers:

Allison Appell
 Nolan Edgar
 Ian Kiehle
 Deborah Lazar
 Robin Mide
 Frederic Noyes
 Emily Richards
 Kathryn Turnas II



Above: Board and staff members celebrate the holidays while BUHS-TV broadcasts a basketball game live on BCTV (upper right).

Left to right: Tim Wessel, Daryl Pillsbury, Wendy Mason, Jeff Mastroianni, Em Richards, Vlasta Popelka, Jerry Goldberg, Martin Langeveld, Ian Kiehle, Kathryn Turnas, Cor Trowbridge.

Report of the Board President Tim Wessel

I have had the pleasure and privilege of serving as the President of the BCTV board for only one year, but I see this past year as the frosting on the cake of my almost 12 years of active board membership here at BCTV.

In all of those years, I have witnessed days of tumult as well as days of triumph, and I can truly say that the current state of Brattleboro Community Television is strong. I have witnessed a great change and hopefully done my part in guiding this organization from one that was struggling to merely exist amidst an atmosphere of rancor and petty squabbling, to one that has proven to be a vital part of our southern Vermont community, aided by a dedicated staff and involved board members and volunteers.

Thank you to all who I have been blessed to have worked with over the years. I intend to stay involved with BCTV going forward, and I hope all of you will join me in dedicating at least some portion of our lives to continuing to strengthen and shape our community television station here in beautiful Brattleboro, Vermont.

Sincerely,

Tim Wessel
President of the Board, BCTV
Owner,
Vermont Films group, Inc.
www.vermontfilms.com



At BCTV's 2013 Annual Meeting, Tim shared a preview of his work-in-progress "From Away" with members and guests.

Message from the Executive Director Cor Trowbridge

Last year BCTV celebrated completing the final stage in renovating our studio space. This was a big step forward in what BCTV could offer producers as an easy to use and technologically up-to-date facility. The studio now can be operated by a single person, switching cameras using an iPad app while being on camera, as well as by an entire crew using the hundreds of options available on our HD switcher. For the first time, we have volunteer producers operating the studio independently, on shows such as *Living and Dying*, *Energy Week with George Harvey*, and *Let's Talk about Mental Health and Addiction*.



Above: Cor (right) on graphics with board member Wendy Mason directing at Brattleboro's Representative Town Meeting.

We turned our attention to the next project, which was the overhaul of BCTV's website, **brattleboroTV.org**. In 2009, BCTV was part of the first wave of public access stations to stream our channels live and offer on-demand video. We considered it a priority due to the high percentage of local residents without access to cable television and therefore local programs. But four years later, we had created thousands of videos that were increasingly hard to find in our simple, one-portal player. What we wanted from the new website was 1) a searchable video library, 2) a way for producers to submit programming online, and 3) a mobile-friendly site. We found an open source template created for a larger station, modified it to meet our needs, imported our videos, and the site went live in May 2014.

On the horizon is the renewal of our six-year contract with Comcast, which expires in March 2016. Before entering negotiations, BCTV must make an assessment of community needs related to local television. The board will form a Contract Committee and reach out to all types of users and potential users to learn what people want from BCTV over the next 6-10 years. Please contact me at cor@brattleborotv.org if you want to be a part of this critical effort that will shape the future of the organization. — Cor Trowbridge

Below: Cor explains to producers how they can use the new website to organize and distribute videos.



Financial Statement

This year's financials reflect increased production services income while maintaining payroll for four full-time and several part-time employees. Professional fees included completion of the website project along with our annual required audit. High-speed, symmetrical bandwidth and more robust web hosting and maintenance requirements increased our technological infrastructure costs.

BCTV Statement of Activities 7/1/13 – 6/30/14

	FY 2014	FY 2014	\$ change	% change
Revenue				
Franchise fees - Comcast - Operating	218,361	214,933	3,428	1.6
Franchise fees - Southern VT Cable	16,458	16,354	104	0.6
Contributions and grants	11,400	14,149	-2749	-19.4
Investment income	663	636	27	4.2
Other income	14,974	7,695	7,279	94.6
Total revenue	261,856	275,261	8089	3.2
Expenses				
Salaries and wages	174,275	167,524	6,751	4.0
Payroll taxes	15,257	13,872	1,385	10.0
Employee benefits	13,079	14,057	-978	-7.0
Professional fees	10,995	6,870	4,125	60.0
Rent	5,200	4,800	400	8.3
Equipment Rental	0	185	-185	-100.0
Insurance	4,538	4,368	170	3.9
Office expenses	1,900	2,103	-203	-9.7
Repairs and maintenance	4,469	5,171	-702	-13.6
Technical Equipment & Supplies*	7,871	8,704	-833	-9.6
Telephone/Bandwidth/Hosting	9,265	5,347	3,918	73.3
Hospitality	1,653	2,538	-885	-34.9
Printing and promotion	2,402	3,897	-1,495	-38.4
Postage & shipping	495	502	-7	-1.4
Dues and subscriptions	4,092	3,916	176	4.5
Studio supplies	182	269	-87	-32.3
Travel/Mileage	2,263	3,839	-1576	-41.1
Conferences	115	750	-635	-84.7
Other/Misc.	85	59	26	44.1
Total expenses	258,136	248,771	9,365	3.8
Change in net assets	3,720	4,996		
Depreciation	22,039	20,645		
Franchise fees - Comcast - Capital	21,836	21,494	342	1.6
Capital Expenditures (plus * above)	11,316	12,903		

Donors

BCTV Underwriters:

Support for programming through the year.

- ***Ultra-Local Programming & Streaming:***
The Brattleboro Savings & Loan Association
Sovernet Communications
- ***Local Government Programming:***
Brattleboro Food Coop
- ***BCTV Studio Programming:***
The Brattleboro Retreat
- ***Free Speech TV & Democracy Now!***
Anonymous

Individual Donations of \$20 or more:

Spoon Agave
Carolyn Blake-Deyo
Janis Chaillou
Karen Davis
Beatriz Fantini
Russ Grabiec
Nels Kloster
Judy Myrick
Jodi & Paul Normandeu
Carolyn Peck
Jeff Potter

Deborah Silver
Dana Sprague
Kip Tewksbury

In-kind Donations:

Brattleboro Village Pizza: *volunteer hospitality*
Sam's Outdoor Outfitters: *popcorn for camp*
Thin Crust Pizzeria: *volunteer hospitality*
Deer Ridge Farm: *flowers for
Annual Meeting 2013*

Production Sponsors:

Support for live broadcast of town-wide events:

Brattleboro Area Chamber of Commerce
Brattleboro Food Coop
Brattleboro Memorial Hospital
The Brattleboro Savings and Loan Association
Crispe & Crispe Law Offices
Robert S. Fagelson, MD
Potter Stewart Jr. Law Offices, PC
The Richards Group
Sam's Outdoor Outfitters
Sovernet Communications
Trust Company of Vermont
Windsor & Windham Housing Trust

Members

BCTV had 125 individual members in FY14. To join, members must agree to abide by BCTV's Policies and Procedures and are asked for a donation of \$5.00. Any resident of Windham County may become a member of BCTV. Members are eligible to vote at any meeting of the membership, run for election to the BCTV board of directors, attend video production trainings to become certified to use BCTV equipment and facilities, and sponsor programming.



Above right: Frederic Noyes coordinated BCTV volunteers to produce a live feed of the 16th Homelessness Marathon, a radio show which ran on Free Speech TV's satellite channel during the chilly evening hours of February 19th. Volunteers operated cameras while standing in the snow outside of First Baptist Church in Brattleboro.

Right: Andy Reichsman of Ames Hill Productions was one of the volunteer directors.



Producers & Editors

BCTV had 48 active volunteer producers who submitted local programming in 2013-14. This is the first year for online submission via the website; we expect higher use of that capability next year. Producers are listed below, followed by the number of programs they worked on or submitted.

(*BCTV staff or paid field producer – number listed for volunteer productions only)

Wyatt Andrews (1)	(40)	Emily Peyton (1)
Laisa Bellomo-Johnson (1)	Cassandra Holloway (2)	Hinton Putnam (1)
Joe Bushey (6)	Landmark College: Geoff	Karen Reardon (1)
Allison Cram & Toby Moore	Burgess & Ellen Wood (8)	Andy Reichsman (1)
(BUHS-TV)	Liz Johndrow (1)	Austin Rice (1)
Jeff Coulter (20)	Debbie Jacobs (2)	Em Richards* (2)
Karen Davis (24)	Catrina Lawley/Vernon (24)	Mark Rouleau (30)
Maria Dominguez (70)	Deborah Lazar* (2)	Luke Stafford (3)
Andrika Donovan (8)	Jeff Mastroianni* (1)	Kip Tewksbury (9)
Merry Elder (9)	Greg McAllister (18)	Dakota Thomas (4)
Amelia Farnum (1)	Jamie Mohr (1)	Kathryn Turnas II* (12)
Michael & Bryan Gantt (45)	Aaron Mondock (24)	Francine Vallario & St.
Clark Glennon (1)	Mike Mrowicki (8)	Michael's crew (66)
Russ Grabiec (7)	Alfred New (1 + St. Michael's)	Tim Wessel (1)
Janice Hall (2)	Frederic Noyes* (5)	Jana Zeller (2)
George Harvey & Tom Finnell	Carolyn Peck (1)	



Above: Adam Hinckley (r) gives an edit assist during summer camp week.



Above: Debbie Lazar displays her BCTV credentials while recording the Putney Selectboard Meeting.



Left: Janis Chaillou records panelists at Brooks Memorial Library participating in a live radio show about rising drug use in Brattleboro and across Vermont.

Volunteers

The volunteers listed below contribute to BCTV by serving on the board or a committee, being a crew member during BCTV-produced events, moderating roundtable discussions or providing commentary for live events. BCTV relies heavily on this active group of skilled volunteers throughout the year. The list also includes interns who choose to spend their apprenticeship or community service hours with BCTV.

Lynn Barrett
Allison Appell
Laisa Bellomo-Johnson
Mieke Blaushild
Dora Bouboulis
Joe Bushey
Peter “Fish” Case
Janis Chaillou
Yada Claassen
Jeffrey Coulter
Karen Davis
Patrick Digiovanni
Maria Dominguez
Nolan Edgar
Larry Farkas
Thomas Finnell
Chloe Ginnever

Clark Glennon
Jerry Goldberg
Russ Grabiec
Adam Hinckley
Tim Johnson
Ian Kiehle
Martin Langeveld
Deborah Lazar
Katheryn Lloyd
Wendy Mason
Jim Maxwell
Greg McAllister
Mike Mrowicki
Alfred New
Daryl Pillsbury
Karen Reardon
Will Reynolds

Em Richards
Mark Rouleau
Hugh Silbaugh
Kathleen Sims
Juliette Sutherland
Kip Tewksbury
Clay Turnbull
Kathryn Turnas
Francine Vallario
Tim Wessel



Above: BCTV volunteers at Brattleboro Representative Town Meeting were all smiles despite the 10-hour duration. Left to right are Wendy Mason, Karen Reardon and Maria Dominguez.

Volunteer Hours:

BCTV tracks volunteer hours to measure the organization’s overall contribution to the community. Producers’ time to create local programming is estimated below.

Type of Volunteering	# Hours
Crewing for BCTV productions	310
Board of Directors	400
Producing: Field Work	1060
Producing: Editing	2236
Producing: Studio	500
Total Hours	4,506



Above: Russ Grabiec gears up to record the ‘Girls on the Run’ race and celebration.

Training

Fiscal Year	Group Trainings	Individual Certification	Total Attendees	# Certified
12-13	14	10	76	49
13-14	6	14	43	34

Video Production Training - BCTV offers a training series in the Fall and Spring. This year we offered individual editing training, but did not offer group training on Final Cut Pro because we are moving away from this software.

- Flash certification: An hour-long individual orientation to camera controls or digital editing software puts gear in producers' hands.
- Camera Fundamentals: How to operate a video camera, basic composition and lighting techniques, the importance of good audio.
- Studio Production: Introduces technical skills and concepts for using BCTV's studio and control room.
- Video for Any Device: How to create and edit video using your cell phone or tablet.



Left: Production Manager Roland Boyden gives hands-on camera training to volunteers from the Windham World Affairs Council, so they can record their lecture series.

Youth Video Camp

During this year's week-long "Young Broadcasters" Video Camp, 14 campers aged 9-13 brainstormed and created their own commercials, PSAs, interviews and parodies, while learning camera skills, video editing, working with sound and video effects, and green screening. They premiered their video, "Return to the Rise of Planet of the Clams," before a packed house of parents and fans.



Right: Behind the scenes during an action shot for this year's summer camp video.

Equipment Use

The Canon XA10 continues to be a popular camera with producers and is more in-demand than the larger, heavier Sony Z5U. Field Producer* Rich Melanson uses a dedicated XA10 kit for municipal meetings.

Camera Kit Checkouts	2013-14			2012-13	Notes
	Total	Volunteer	Staff	Total	
Field kits #1 & #2: Canon Vixia	175	92	83	193	Small camera with shotgun accessory mic
Field kits #3 & # 4 & FP*: Canon XA10	492	112	380	102	Small camera with two XLR audio inputs
Field kits #5 & #6: Sony Z5U	108	66	42	296	Declining in popularity due to size and weight.
Studio cameras: Canon XF105 (3)	272	83	137	150	Dedicated HD Studio cameras and tripods
Canon 60D					DSLR - Staff use only
Total	1047	353	522	766	

Use of the studio increased with the completion of the studio renovation project.

Facilities Use - Hours	13-14	12-13	Change %
Editing Station 2: Producers	1283	1272	0.9
Editing Station 3: Producers	953	1097	-3.1
Editing Station 4: Interns	112	160	-30.0
BCTV Studio	984	700	40.6
Total	3332	3229	3.2

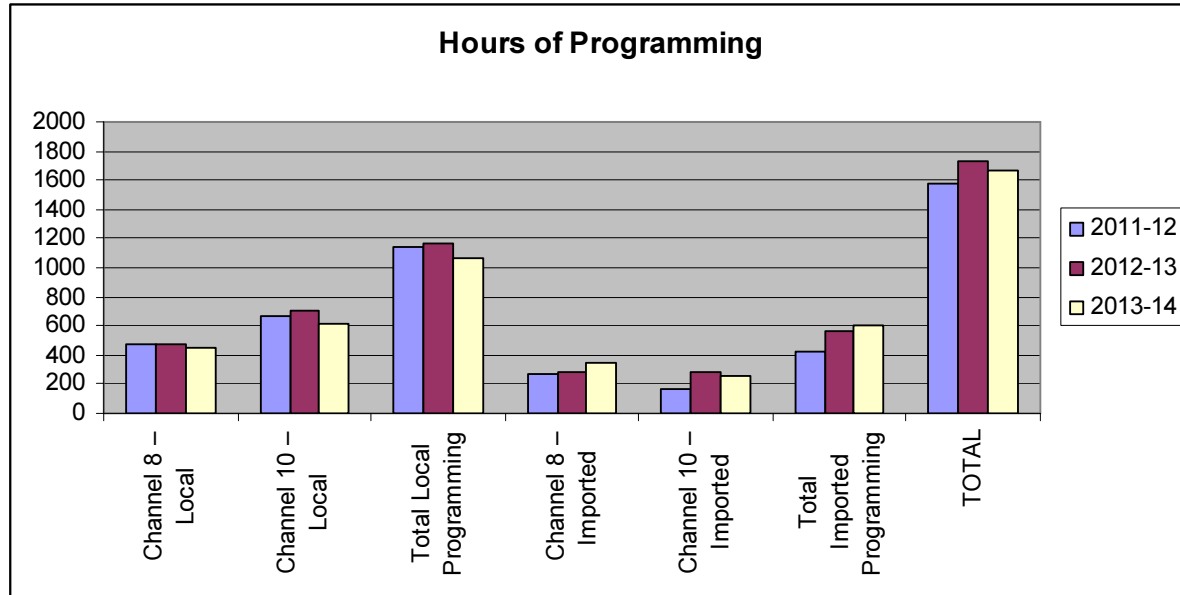


Below: Students from Landmark College's Broadcast Journalism course take charge of the studio on-camera and behind the scenes, using BCTV's "talk show" set.



Programming

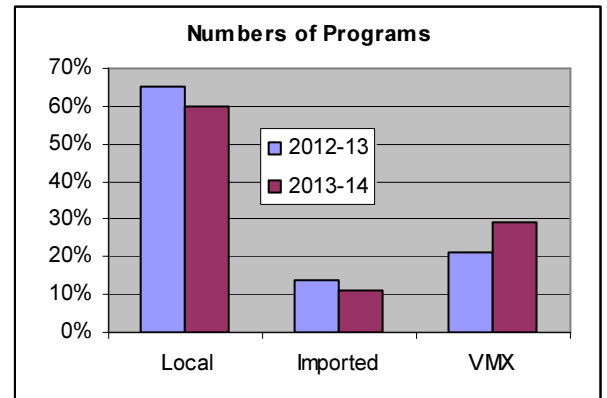
Locally-created programs make up well over the majority of what you see on BCTV. There were changes to weekly series that affected the totals for this year. Hours of Vermont Media Exchange programming increased as this service expanded throughout the state. Overall programming declined slightly.



Hours of "First Run" Programming	2013-14 Hours: Mins: Secs	Change from 12-13	% Total
Channel 8 – Local	454:04:42	-3.4%	27.2
Channel 10 – Local	610:14:33	-13.0%	36.6
Total Local Programming	1063:39:15	-9.1%	63.8
Channel 8 – Imported	352:28:45	25.3%	21.1
Channel 10 – Imported	251:41:44	-11.6%	15.1
Total Imported Programming	604:10:29	6.7%	36.2
TOTAL	1667:49:44	-4%	100.0

Type of Programming: The number of local programs decreased due to changes in local series frequency. There was a significant increase in programs from the VT Media Exchange (VMX) on both channels. 60% of the programs on BCTV were locally-produced.

Number of Programs	2013-14	2012-13	Change from 12-13
Channel 8 - Local	555	666	-17%
Channel 8 - Imported	174	163	7%
Channel 8 - VMX	329	240	37%
Channel 10 - Local	549	568	-3%
Channel 10 - Imported	25	97	-74%
Channel 10 - VMX	193	158	22%
Total	1825	1892	-4%



Local & Imported Series

Locally-produced series: Series programs are produced and submitted regularly throughout the year. Local series are given priority in scheduling over imported series. “BCTV” indicates staff participation.

5:45 Live, BCTV/Roland Boyden
Agape Christian Fellowship, Michael & Bryan Gantt
Artists à la Mode, Kathryn Turnas II
BCTV Open Studio, BCTV
Brattleboro Citizens’ Breakfast, Kathryn Turnas II
Brattleboro Development Review Board Meeting,
BCTV/Frederic Noyes
Brattleboro Housing Authority Board, Merry Elder
Brattleboro Literary Festival, Maria Dominguez &
Greg McAllister
Brattleboro Planning Commission Meeting, BCTV
Brattleboro Selectboard Meeting, BCTV
Brattleboro Town School District Meeting,
BCTV/Emily Richards
BUHS School Board Meeting, BCTV/Ian Kiehle
BUHS-TV Morning Advisory Report,
Allison Cram & Toby Moore
BUHS Varsity Basketball,
Allison Cram & Toby Moore
Calvary Chapel West River Valley, Mark Rouleau
Dummerston Conservation Commission Presents,
BCTV/Emily Richards
Dummerston Selectboard Meeting,
BCTV/Rich Melanson
Energy Week, George Harvey & Tom Finnell
First Baptist Church, Karen Davis
First Wednesdays Presents, Maria Dominguez
Guilford Selectboard Meeting, BCTV/Ian Kiehle

Healing the Self, Greg McAllister
Jamaica Selectboard Meeting, BCTV/Rich Melanson
Keep Talking: A Community Dialogue on Mental Health, Jill Terrell-Ouazanni and Gay Maxwell
for the Brattleboro Retreat
Landmark Broadcasters, Landmark College/BCTV
Landmark College Presents, BCTV/Em Richards
Leland & Gray School Board Meeting,
BCTV/Rich Melanson
Let’s Talk About Mental Health and Addiction,
Andrika Donovan
Living & Dying with Brattleboro Area Hospice,
Greg McAllister
Library Lectures/ Author Talks, Maria Dominguez
Living & Dying, Greg McAllister
Montpelier Connection, BCTV/ Rep. Mike Mrowicki
Newfane Selectboard Meeting, BCTV/Rich Melanson
Putney Selectboard Meeting, BCTV/Debbie Lazar
Riverbank Church, Aaron Mondock
Slow Living Summit, BCTV
Spotlight on Issues, League of Women Voters/BCTV
St. Michael’s Catholic Mass, Francine Vallario &
Alfred New
Townshend Selectboard Meeting, BCTV/Rich
Melanson
Windham World Affairs Council, Maria Dominguez
Vernon Selectboard Meeting, Catrina Lawley

Imported series: These are programs produced regularly outside of BCTV’s service territory and sponsored by a local resident. The local sponsor or producing station from VT Media Exchange is listed.

Common Good Vermont, CCTV
Coop+Kitchen videos, Strongertogether.coop
Cuban Bridge: Music Showcase, MMCTV
Danger Men Cooking, GNAT
Dartmouth - Hitchcock Medical School
Democracy Now!
Education Join the Conversation
Ethan Allen Homestead: Lecture Series, CCTV
For The Animals
Free Speech TV
Gay USA
Gov. Shumlin Press Conferences
Green Mountain Veterans for Peace, VCAM
Holistically Speaking
Hunger Free VT, CCTV
Instant Coffeehouse, LCATV
Legislative Report, CCTV
New England Cooks, CVTV
Nuclear Free Future, CCTV
Organic Politics, FACTV
Rep. Peter Welch Press Conference

Salaam / Shalom, VCAM
Sen. Bernie Sanders Town Meeting, ORCA
Sen. Patrick Leahy Press Conference, CCTV
Spotlight on Vermont Issues, Judy Myrick
TED Talks
That was the Week that Was, LPCTV
The Artful Word, CVTV
The David Pakman Show
The Folklorist, NewTV
The Rhema Word, FACTV
The Road to Recovery, Robin Rieske
True North Reports, CCTV
Under the Dome, CCTV
Under the Golden Dome
UVM Community Medical School
Vermont Institute of Technology - Public Hearings
VT Musicians on the Air, ORCA
VT State Board of Education
VT State House Coverage, ORCA
VT Worker’s Center, Kip Tewksbury
Words of Peace, Karen Reardon

Nonprofit Members

Nonprofit organizations having an office in Windham County and serving Windham County residents may join BCTV as an organizational, non-voting member. Benefits include one staff-produced studio or on-site production per year, as well as access to BCTV's equipment and training resources. Nonprofit members this year were:

AIDS Project of Southern Vermont
Bonnyvale Environmental Education Center
Brattleboro American Legion Post 5
Brattleboro Area Prevention Coalition
Brattleboro Film Festival
Brattleboro Music Center
Brattleboro Senior Meals
Brooks Memorial Library
Center for Health & Learning
First Baptist Church

Girls on the Run Vermont
Hilltop Montessori School
Landmark College
League of Women Voters
Mahalo Art Center
Northeastern Family Institute
Parks Place Community Resource Center
Post Oil Solutions
Putney Craft Tour
Strolling of the Heifers
Transition Dummerston

BCTV Open Studio: BCTV's Open Studio gives nonprofit organizations the opportunity to promote events and campaigns, as well as to raise awareness about the organization and its mission. The following nonprofit members participated in an "Open Studio" production this year.

BCTV "Open Studio" 2013-14	
Brattleboro Area Drop In Center: Project Feed the 1000s	Putney Craft Tour
Brattleboro Film Festival	Rock River Artists Tour
Brattleboro Senior Meals & Windham Orchestra	Southern VT Dance Festival
Girls on the Run	Strolling of the Heifers: the 11 th Annual Parade

Municipal Partners

Town of Brattleboro
Town of Dummerston
Town of Guilford
Town of Jamaica
Town of Newfane
Town of Putney
Town of Townshend
Town of Vernon

Educational Partners

Brattleboro Town School District
Brattleboro Union High School
Leland and Gray Union High School



Above: WTSA's Tim Johnson interviews representatives from Windham Orchestra and Brattleboro Senior Meals to promote a benefit concert on BCTV's Open Studio program.

