

Community Access Quarterly



Community Access Television

Orientation

First Thursday of every month,
6:00 p.m.

Workshops

Studio Camera & Lighting
Sept. 7, Dec. 7

Studio Audio & Control Room
Operations
Sept. 21, Dec. 21

Post Production
Aug. 24, Nov. 23

Field Camera
July 26, Aug. 23, Sept. 20, Oct.
18, Nov. 15, Dec. 13

Field Lighting
Sept. 6, Nov. 1, Dec. 27

Field Audio
Aug. 9, Oct. 4, Nov. 29

Remote Truck
Call for dates

Being a paid member and attendance at an orientation session are the prerequisites for signing up for any classes or workshops, and some classes have additional prerequisites. All sessions are \$10.00, with the first workshop free with a new membership. Please see a staff member for the current class schedule, descriptions, and prerequisites..

Random Access Notes from Executive Director Jeanne Bleil

What a gorgeous summer we are having in Erie! I don't hear anyone complaining about the warm, sunny, dry days. And of course, you know what summer means to Community Access Television—festivals! Get ready to sign up for a shift or two at the Erie Art Museum Blues & Jazz Festival the weekend of August 6 & 7 and for CelebrateErie from August 19th through the 21st. If you've done it before, you know how much fun it is to shoot these live events and how much you learn. Suddenly it all becomes real to you—taking direction, getting the shot, or perhaps even getting the opportunity to sit in the director's chair and *call* the shots. We not only want you to have the experience, but we also view our work at these two festivals as a chance to return some of the benefits of public access television

to the community. You should be receiving a call or an email from us soon, but don't wait! Call 454-2226 or email sgardner@cattv-erie.org to sign up.

Summer also means a new intern at the station. Rebecca Gilewicz, from John Carroll University in Cleveland, joined us at the beginning of June. She accomplished the traditional initiation task, having to clean the CAT logo on the front of the building in her first week and has moved on to learning how to use the various software programs that keep us running. She is also at work on a program for our channel, which is a requirement that we expect from all of our interns. If you haven't met Rebecca yet, please introduce yourself and help us to help her learn her craft.



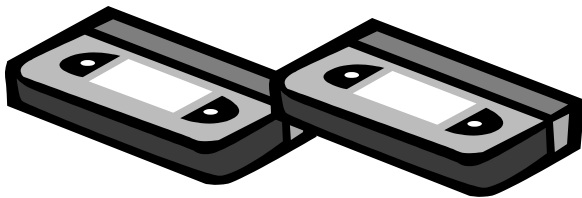
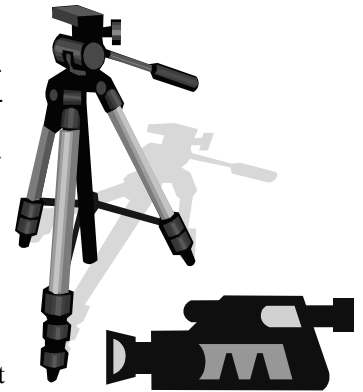
Resources Used and Programs Cablecast

One of the things that we now have the ability to track more efficiently is what we think of as a return on our investment in our members. That is, the amount of programming that is scheduled for cablecast versus the number of equipment and facility reservations. If you think back to your orientation (and admittedly that could be years ago for some of you), you may remember that one of the rules is, if you use CAT equipment to produce something, that program must appear on our channel. We are beginning to think in terms of projects and completion dates and, in general, expect a project to be completed and turned in within three months of the start date. Of course, exceptions can be made, but we will soon start to more formally track how much programming we receive in relation to use of our resources. So keep that in mind while planning your projects.

If you produce a series program and regularly give us new programming, it won't be necessary to track individual episodes. However, if you produce non-series

programs, you will be expected to complete a program and submit it for cablecast before starting a new one, unless there is a compelling reason to make an exception, such as having the opportunity to get an interview or performance because someone is in town.

Please help us to be sure our resources are being fairly and equitably used. This is of particular interest to members who regularly use our editing equipment. It is not fair to our members to have someone occupy valuable drive space with multiple projects that may take many months to finish. You can help us out by naming your project at the beginning and when you make a reservation, make it for that specific project.



News from the Board of Trustees

Please join us in welcoming several new members to our board of trustees. Jan Cornwell, a regional advocate, Brian Sheridan, communications teacher at Mercyhurst College, D.J. Barker, a long-time member who has agreed to fill out a vacant elected term, and Jeff Moon of the City of Erie all joined our board recently. We appreciate their service and look forward to their new ideas and energy.

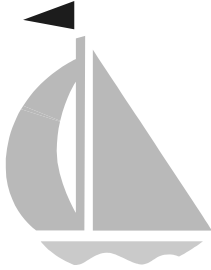
Board members Barbara Wiley, Phil Fatica, Mitch Spear, Rebecca Herman, and Patrick Kearney resigned their seats within the last year. We thank them for their service and know that they will continue to be advocates for Community Access Television. Phil Fatica, who was one of our incorporators and has served on the board from its beginning, has graciously agreed to remain as an emeritus member.



Do you know and follow these Cablecast Rules & Regs?

- ✓ All programs for the weekend and the following five weekdays must be turned in by 4:30 Thursday afternoon. In the case of a Friday holiday, programs must be turned in by 4:30 on Wednesday. You get the drift. We program our computer for an entire week at a time on Friday afternoon or the last day before a holiday, and need time to get new programs into the system.
- ✓ Keep your programs at 00:29:00 or 00:59:00 or shorter (or for example, 01:29:00) to allow adequate time for the next program to be cued by our automated controller. We need a full minute before the next hour or half-hour to cue programs.
- ✓ Be sure to put 15 seconds of color bar, a five-second slate, and a ten-second countdown at the beginning of your program and begin actual video within the first 60 seconds of tape. Include at least ten seconds of black at the end. Ask Shawn or Sherry if you need help with this.
- ✓ For best results, use a fresh tape for each program submitted. Record in SP (standard play) for anything less than two hours and EP (extended play) for anything over two hours. There is a big difference in quality.
- ✓ Properly label your tape with the name of the program, your name (important), the date, and the exact running time.
- ✓ Complete and sign your paperwork. You must have *your* own valid signature on your paperwork (not your brother's or your Great-Aunt Tillie's).
- ✓ Your paperwork guarantees that you are legally entitled to use everything in your program. Your signature allows us to release your name and telephone number as the person responsible for all content.
- ✓ Be sure to pick up your tape within thirty days of final cablecast.

Not that we intend to be overly picky or anything, but we do want everything to work smoothly for everybody (including staff and viewers).



Holiday Closings

Labor Day

Monday, September 5

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

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Upcoming Workshop Mini-Series

Look for our announcement early in the fall for a pair of workshops. Tentatively scheduled for September 13th & 27th or the 14th & 28th, these workshops should be of value to all our producers. One session will be on preproduction, writing a treatment, story boards, and the importance of planning, and will be taught by a professor from one of the local colleges. For the other session, we hope to have the cooperation of a local filmmaker, who will discuss planning and how it helps in making movies. Our hope is to look at his actual preproduction material, view the film he subsequently made, and have a question and answer session. While the material presented in these two workshops will be linked, you should be able to attend one or the other or both. More news as it becomes available!

This Week's To Do List

- ✓ Volunteer for Blues & Jazz
- ✓ Volunteer for CelebrateErie
- ✓ Check new programs for labeling and countdown
- ✓ Read and be inspired by CAT's Annual Report