

## Walpole Public Access TV 2014 and Beyond

### **CITIZENS COMMITTEE / TASK FORCE**

**Committee of 7.**

#### **TASKS:**

**Review Walpole's public access TV needs & make recommendations for the future**

**Review the future of the "Walpole Cable Advisory Committee" and make a recommendation**

#### **COMMITTEE MAKEUP:**

**3 Appointed - represent BOS, School Committee, Town Government**

**4 Volunteers through the application process**

- **Give priority to individuals with previous:**
  - **Board level responsibility**
  - **Experience with establishing and/or operating non-profit organizations, creating board policies, including: financial, legal, ethical,**
  - **Broadcasting experience**
  - **Control Room, Managing, Training and Scheduling experience**
  - **Technical skills: networking, editing, social media, production**
  - **Preference shall be given to applicant not currently serving on any Walpole Board, Committee, Commission or PEG Corporation**

#### **SUGGESTED DELIVERABLES**

**Proposed Future Plan would likely include:**

**Mission / Vision**

**Best Practices**

**Organizational Structure/s**

**Plan for Education, Government, Public**

**Funding Request**

**Legal Structure, Contract, Timeline**

**Options to recover unspent subscriber funding**

**Five year plan draft**

**Update meeting with the Board of Selectmen upon request of either the Board of Selectmen or Committee but not less than 6 months, and on completion.**

## **SUGGESTED FOCUS AREAS / DRAFT**

**Create a Mission / Vision Statement for PEG Identify**

**"Best Practices" for public access providers *Identify***

***professional consultants who could assist***

**Explore top public access providers - review websites, practices, procedures, policies, as well as servers, software, go-packs, and other technologies used by scheduling site visits and having phone conversations.**

**Review management and board structure of the top providers, including how the operation is managed on a day to day basis [general manager vs board vs volunteers], board interaction, as well as short & long term planning. Look at the needs and options of full-time professional, part time professional staff, paid internships, and volunteers.**

**Review in conjunction with the SC/Schools the WHS studio [equipment, control room, space, training, options] and determine if it could be a training center and more, something like the "Norwood model".**

**Review all "PUBLIC" processes and activities including training on control room, camera operation, and studio operations to see how to maximize community involvement. Areas of interest for broadcast could include:**

### ***School/Education Events:***

**Graduations, Concerts, Plays, Clubs, Film Festival, Robotics, Dance  
Video training opportunities, .....  
High School Sports, other activities**

### ***Community***

**- Youth Sports - football & cheer, lacrosse, baseball, Softball, soccer, swim, field hockey, Community events: Walpole Day, Memorial Day, Veterans Day, Concerts on the Common, COA, Police, Fire**

**- Youth Activities: dance recitals, concerts,...**

***Government* - Broadcast all Board & Committee meetings, Emergency information, Town Information - EDIC, .....**

**Make recommendations on Public, Education, Government channels and how to efficiently handle each including needed studio space, training, fixed cameras in conference rooms, and go-packs for mobile use, .....**