

2009
1st Quarter Report
July 1, 2008 – September 30, 2008

Montgomery
COMMUNITY TELEVISION, INC.

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OUTREACH

The ways and means AMTV has outreached into diverse sectors of Montgomery County to educate on the importance of and participation in public interest community media.

During the first quarter, Access Montgomery continued to participate in activities to increase awareness of the channels, training services and facilities.

Outreach Events

A community event sponsored by Bethesda Community Baseball, provided Access Montgomery an outreach opportunity in July to participate in the Take Your Non-Profit out to the Ballpark. The ball game was held at the Shirley Povich Field in Bethesda. AMTV ran a marketing video in addition to distributing information about the station and its services to patrons. We explained how residents could get involved, encouraged them to watch the channels and sign up for classes.

In August, Board members, volunteers and staff had the opportunity to participate in the Agricultural Fair in Gaithersburg. For nine days, AMTV spoke to fairgoers about classes, and programs. AMTV distributed printed materials, showed video clips, and taught short classes at the "internet cafe" on how to edit with MovieMaker and submit a video to YouTube. For one day, fairgoers also had the opportunity to get a behind-the-scenes look inside of the Mobile Production Vehicle.

Access Montgomery had a booth at the annual Magical Montgomery Festival in September. Held in Silver Spring, AMTV distributed information to increase awareness about the channels and spread the word about our training services and facilities to get people involved.

Publicity

Two volunteer producers received publicity about their programs in the Gazette during first quarter. The program *Sacrifice, Sacrifice, Sacrifice* received coverage in the Gazette. *Sacrifice, Sacrifice, Sacrifice* acknowledges the sacrifices made by the troops and their families. The producer of the show is Sam Bland, a 2008 Telly Award winner.

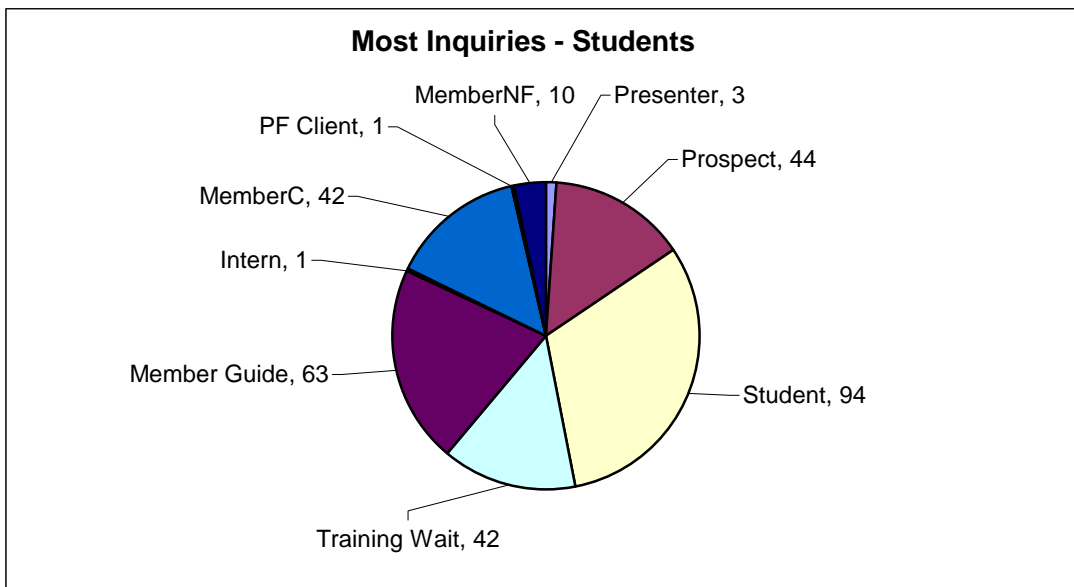
“Cab driver inspired by sacrifices of veterans,” Gazette, September 3, 2008

An article also appeared in the Gazette about the series *Law School for the Public*. This program is geared to help County residents become familiar with laws and the court system. James Klimaski is the producer and Thomas Ryan is the host.

“Bringing the law to the small screen,” Gazette, September 17, 2008

New Contacts

Access Montgomery made contact with a total of 180 new people in first quarter. New Contacts are those who have initiated contact with Access Montgomery before becoming involved. AMTV’s goal is that they will later become active in the organization.



Member/Person Status

Access Montgomery has a total of 3,387 active persons. As of first quarter, there were 2,562 members of the organization, which include both member-guide, memberC and memberNF individuals.

Person Status and Type

Person Type	Active
Associate	2
ExecProducer	9
Member-Guide	1,651
Presenter	158
Training Wait	56
Undecided	12
MemberC	340
PFClient	49
MemberNF	571
Grand Total	2,848

TRAINING

The Training section includes information and activities regarding training initiatives at AMTV.

Chelsea School Partnership

AMTV met at the Chelsea School to discuss a continued partnership with Access Montgomery. The goal of this partnership is to increase Access Montgomery's pool of technical volunteers while giving media students and opportunity to improve their production skills.

Intern Projects

Access Montgomery's interns collectively shot the Take Your Non-Profit out to the Ballpark event in July. They also interviewed representatives from Montgomery County organizations that had information booths at the event. One intern produced a promo from captured footage to promote the Big Game at Povich Field. This is the second year Access Montgomery has participated in a Big Game event.

Two interns taped the Eritrean Heritage Festival held on August 6, 2008 at the Wheaton Library. The festival celebrated Eritrean music, dance, cultural displays, and food. Edited footage will be shown as a stand-alone program which will be included in the Friends of the Library program premiering in 2009.

This summer an Access Montgomery intern assisted in videotaping the Starrytelling Festival in Kensington, Maryland held July 18 – July 20. Highlights of the event will be shown on Access Montgomery Channels and other community TV stations across the country.

Certifications

New certifications for the first quarter totaled 177. This number reflects total certifications, rather than individuals, since many clients obtain certifications in more than one area.

New Certifications	
Certification Code	Total
C-Intro	66
C-Orientation	97
C-MPV Tech	14
Grand Total	177

First Quarter Training Classes and Capacity

Classes/Workshops	Number of Classes	Total Capacity	Number Attended
CreativeConn	1	70	37
Field Editor	1	16	15
IntroVBasics	1	55	50
Orientation	1	70	74
Photoshop I	1	14	8
Studio Basic	2	6	10
Studio Ctrl Rm	2	6	11
Studio Direct	1	3	2
Grand Total	10	240	207

*Classes still in session

PRODUCTION FACILITATION

The Production Facilitation section highlights activities and support AMTV provides in helping volunteers create their community media productions.

During first quarter, technical support was provided for 57 studio productions totaling more than 300 hours of volunteer public access production time. In addition to our regular productions, additional production services were provided to tape the County Fair Parade on Sunday, August 10th. The program was produced using the Mobile Production Vehicle (MPV), and served as a training class for Access Montgomery volunteers.

Newsletter/Enews

To keep volunteers informed and help build awareness of AMTV activities, the print edition of InFocus was released in August and the companion email newsletter Enews was released in September.

Number of new, active and completed projects

There were a total of 13 projects started this quarter. Additionally, there were 94 active projects. Approximately half of these were field productions.

New Projects

Projects Started This Quarter	
Project Status	Total
Active	15
Cancelled	2
Completed	0
Stalled	0
Abandoned	0
Total	17

Active Projects

Active Projects at end of Quarter	
Production Type	Total
Animation	0
Computer Generated	2
Field	41
Field/Studio	21
Remote	0
Satellite Feed	0
Studio	33
Switched/EFP	1
Total	98

Equipment Utilization First Quarter

For first quarter there were approximately 8,000 hours of equipment used. Equipment used includes remote cameras and VTRs, the use of editing suites, studios A and B and control rooms A and B.

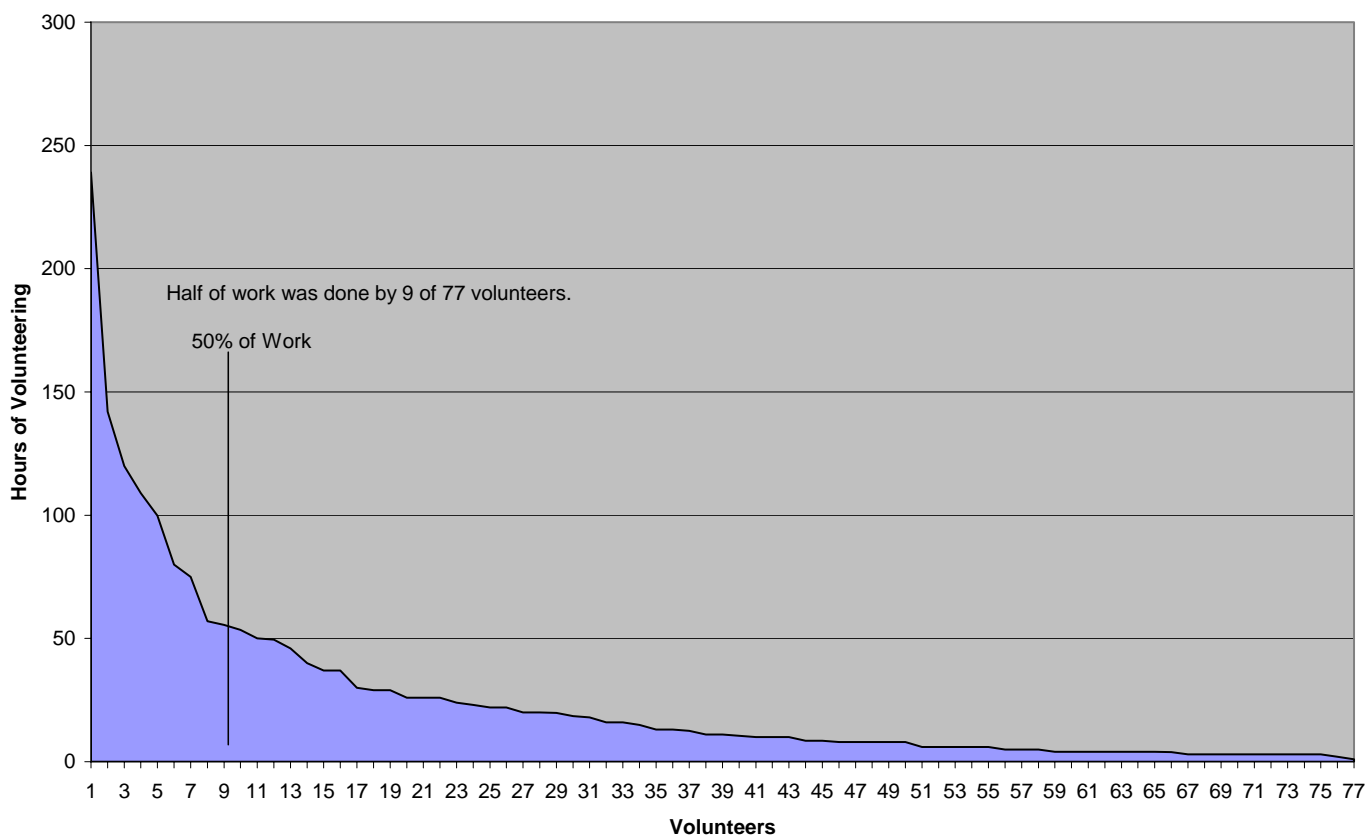
EquipGroup	EquipTypeCode	Description	Numbers of	Hours of	* Dollars
P-Checkout	CAM DVC FLD 11	DVC PRO AJ D400P Camera System	1	52	\$ 2,860.00
	CAM DVC FLD 8	DVC PRO AJ D410 Camera System	16	563	\$ 30,942.09
	CAM DVC FLD 9	DVC PRO AJ D410 Camera System	8	528	\$ 29,058.35
	CAM MINI FLD 2	Mini DV Camera System Field	13	456	\$ 20,520.00
	CAM MINI FLD 3	Mini DV Camera System Field	9	307	\$ 13,830.00
	CAM MINI FLD 4	Mini DV Camera System Field	4	219	\$ 9,866.25
	CAM MINI FLD 6	Mini DV Camera System Field	8	365	\$ 16,410.00
	CAM MINI FLD 7	Mini DV Camera System Field	7	217	\$ 9,783.75
	VCR DVCPRO 230H	VCR DVCPRO For Checkout	8	458	\$ 9,153.33
	VCR MINI DV	Mini DV VCR for Checkout AG DV1000	3	196	\$ 2,947.50
	VCR DVCPRO 255	FOR CHECKOUT VCR DVCPRO AJ-S	7	409	\$ 8,178.33
	CAM HDV FLD 13	Sony HDR-FX1 - HDV 1080i HandyCam	14	1,066	\$ 37,310.01
	CAM HDV FLD 16	Sony HDR-FX1 - HDV 1080i HandyCam	9	475	\$ 16,639.59
	CAM HDV FLD 15	Sony HDR-FX1 - HDV 1080i HandyCam	6	370.5	\$ 12,967.50
	CAM HDV FLD 14	Sony HDR-FX1 - HDV 1080i HandyCam	7	399	\$ 13,953.33
P-Checkout Total			120	6,081	\$ 234,420.03
P-Edit	EDIT E DVC PRO	Edit suite E DVC Pro, RM-450	28	74	\$ 5,933.34
	EDIT F DVC PRO	Edit suite F DVC Pro, RM-450	20	56	\$ 4,493.32
P-Edit Total			48	130	\$ 10,426.66
P-NLE	NLE SUITE A	Non Linear Edit Suite A W/FCP	50	242	\$ 19,333.32
	NLE SUITE B	Non Linear Edit Suite A W/FCP	45	267	\$ 21,359.99
	NLE SUITE C	Non Linear Edit Suite A W/FCP	64	389	\$ 31,100.01
	NLE SUITE D	Non Linear Edit Suite A W/FCP	41	262	\$ 20,986.65
P-NLE Total			200	1,160	\$ 92,779.97
P-Studio	CONTROL RM "A"		35	202	\$ 40,400.00
	CONTROL RM "B"		20	94	\$ 14,100.00
	STUDIO "A"		40	227	\$ 18,160.00
	STUDIO "B"		20	94	\$ 4,700.00
P-Studio Total			115	617	\$ 77,360.00
Grand Total			483	7,988	\$ 414,986.66

* Dollar equivalent of fair market value.

Volunteer Service

Number of volunteers	77
Instances of volunteering	449
Hours of volunteering	1,956

FY'09 Qtr. 1, Hours of Volunteering



PRODUCTION SERVICES

The Production Services section notes how AMTV has provided customize levels of enhanced support in the production of community media using professional staff.

The Montgomery County Arts and Humanities Council contacted Access Montgomery to produce a promo for the annual Magical Montgomery Festival. The promo was aired shown on the Silver Plaza video screens in Downtown Silver Spring as well as on AMTV.

A special edition episode of Coming Attractions was produced on-location using the MPV at Montgomery College, Silver Spring/Takoma Park Campus.

In addition to Coming Attractions and 21 This Week, a 30 second PSA was produced for the Leukemia & Lymphoma Society "Light the Night Walk", a 60-second Hometown Video Winner Promo and a 30-second announcement explaining the termination of NASA TV on Access Montgomery Channels.

Access Montgomery contracted with the Montgomery County Board of Elections to produce a series of election training videos and PSA's which are listed below:

- 1) One twenty-minute Board of Election Judge training video
- 2) Two Voter PSA's (English & Spanish versions)
- 3) One Registration/Absentee PSA
- 4) One voter preparation PSA
- 5) One five-minute video, "Civic Responsibility", with open-captioning and a Spanish version

Production services were provided for one monthly production of Coming Attractions and Think Green; weekly productions of 21 This Week and Montgomery Week in Review; and County Ag Fair (Set-up, ENG, Workshop and Breakdown) and Candidate's Forum.

Post Production services were provided for "Coming Attractions", a monthly arts and entertainment show. The post-production services included editing AFI Silver Minute segments with voice-over to graphics, event calendars, bumpers and joiners, video profile and full page graphics for teases and interviews. The production services for "21 This Week", a weekly public affairs program, include graphics on the topics of discussion. "Think Green", a monthly ENG produced show, informs the community about organizations and county departments that are taking steps to be "green". Production services included graphics, event calendars, and packages edited together with interviews.

In addition, graphics were created for live-to-tape productions for access show "In Montgomery County". Opens were created for an access-user show called "Mental Health Minutes: A Dramatization" and for "Everyday People". Full-service editing was provided for productions including Board of Elections Videos, Magical Montgomery PSA, Light the Night PSA, Hometown Videos Promo, and for a League of Women Voters production.

List of Programs Completed

Programs Completed and Released for the Quarter			
21 This Week	18-Jul-08	0:28:50	Weekly Half-Hour Public Affairs...National, State and Local Political Issues Host: Casey Aiken Panel: Jim Marrinan, Bob Dorsey, Steve Kreseski, Jim Shalleck Topics: Trooper Spying; 2008 Presidential Election; Ambulance Fees, Contracts
21 This Week	25-Jul-08	0:28:51	Weekly Half-Hour Public Affairs...National, State and Local Political Issues Host: Casey Aiken Panel: Stan Gildenhorn, Jim Shalleck, Tom Reinhimer, Cynthia Rubenstein Topics: O'Malley; Immigration; McMansion, Parking Ban
Arts and Humanities Grants Video	13-Aug-08	0:13:52	Evergreen copy without specific grant deadlines which can be played year-round.
CRSCBL All Star Game	28-Aug-08	0:01:57	All Star Game Highlights from Povich Field
Hometown Video Winner's Promo	2-Jul-08	0:00:31	30 second promo Hometown Video Winners
Hometown Video Winner's Promo	2-Jul-08	0:01:00	60 second promo Hometown Video Winners

DISTRIBUTION

The Distribution section shares how AMTV has provided distribution of community media via AMTV19 and AMTV 21.

The new Programming Schedule Quarter began June 30th for thirteen weeks.

Several programming efforts were tied to the Montgomery County 2008 Agricultural Fair.

- Five original, volunteer produced quarter-hour programs about aspects of the Agricultural Fair were scheduled several times each on AMTV21 beginning in July.
- Public Service Announcements created specifically for the 2008 Agricultural Fair were scheduled on the channels beginning in July.
- Weekly schedule grids were printed for distribution showing specific programs on the channels listed all related programs to the Agricultural Fair.
- The volunteer-produced Montgomery County 2008 Agricultural Fair Parade and Coronation program was scheduled several times over several weeks beginning on August 13th.

In September, approved applications for channel time for series programs were received and the core schedules for AMTV 19 and 21 were formed.

Programming Analysis

Programming Analysis This Quarter			
	Hours Played	Number of	Number of Different Programs Played
First Run	424	698	698
Repeat	3,167	8,963	968
Total of First Run + Repeat	3,592	9,661	1,666

Program Analysis Video Bulletin Board		
Program Title	Hours	Number of
Program Title	Hours	Number of
Bulletin Board 19	150	1,501
Bulletin Board 21	35	44
VBB/Washington Ear	553	86
Grand Total	738	1,631

Programming by Channel, by Origin and by Category

Channel	Total Hours
19	1,467
21	2,125
Grand Total	3,592

Origin	Total Hours
MCT Access	832
Mont. County	341
Maryland	42
Non-Local	1,248
Metro	480
Unknown	12
MCT	45
MCT Training	0
MCT Prod Svs	578
Prod Svs CCM	14
Grand Total	3,592

Category	Total Hours
Arts	344
Community	496
Educational	201
Ethnic	251
Growth	65
Health	57
Humanities	43
Inspirational	433
Promotions	13
Public Affairs	305
Science	20
Sports	108
Youth	1,256
Unknown	0
Grand Total	3592

ADMINISTRATIVE

The Administrative section includes information and/or activities from the Administration department in addition to other information that is not directly related to delivery of services.

Overall Operations

Staffing

Access Montgomery welcomed Genaye Gadarowski, Volunteer Coordinator, Shannon Romano, Administrative Assistant, and ProdOmri Haberman and Brittney Dorsey, Production Technicians. Access Montgomery said good bye to Bernard Dowell, Playback Supervisor and Brian Hatfield, Playback Operator.

Performance Awards previously approved by the Board were distributed on August 1, 2008. Twelve employees were certified in Standard First Aid and CPR on September 26, 2008 by "Enjoy CPR".

ACM Conference

AMTV staff attended the Alliance for Community Media International Conference and Trade show July 9 – 12, 2008 in Washington, DC. Staff along with hundreds of other individuals from access centers across the country attended workshops and learned best practices from others attending the conference.

Also, Access Montgomery volunteer producers were honored with three winning entries and one honorable mention at the 2008 Hometown Video Festival, awards which recognize the achievements made by public access stations from across the country.

Employee Events

An Employee Satisfaction Survey was developed and distributed to all employees. The Personnel Committee was responsible for collection and analysis of the survey. The Employee Suggestion Box has been receiving suggestions and work continues in addressing employee suggestions by Management and the Board of Directors.

The 4th Annual Picnic and Family Fun Day were held on August 17, 2008 at Smokey Glen Farm in Gaithersburg.

Equipment Update

Photoshop, AfterEffects, Illustrator, etc. were installed on the edit booth computers, and the control room computers that will support it. A new Mac computer and RAID array for the staff editor has been received and mounted, and a quote for installation and migration of the staff editor's new Mac editing computer and raid was obtained and approved.

A new Tektronics Waveform Monitor for testing and evaluating video and audio signals arrived and has been installed. We will be learning this test gear for some time, as it is very advanced from our previous unit and includes the ability to evaluate HD signals, the only unit with that feature that we have. In addition two Ikegami Studio Quality Control Monitors arrived and were installed, this gives us Digital & HD capability at two of the four QC work stations in the control rooms.

Over the summer, staff worked with the Ross Company Representative to begin the specification process for a new digital replacement switcher for Studio B.

New Cartoni P50 Studio Pod & Sigma Head arrived to replace our smallest and most ageing Studio Camera Support. We also received a second Sigma Head for Camera 1 in Studio A.

A new Evertz System Master Clock arrived and installation has begun. This Master Clock will generate our entire current and future test and sync signals (both standard definition and high definition), as well as GPS satellite generated clock signals.

Access Montgomery has signed up to be beta testers for the (ACM) Alliance for Community Media's File Sharing Network. This has been an on going development project for the ACM, that should allow County Access Users to easily share their programs nationwide with little effort.

Staff Chart

Executive Board of Directors

President	Lee Klumpp
1 st Vice President	Marion Hayes Hull
2 nd Vice President.....	Dennis Courtney
Secretary	Marian Merewitz
Treasurer.....	Darryl Lesesne
Immediate Past President.....	Eugene Saunders

Administration

Executive Director	Richard Turner
Executive Assistant	Alysia Thaxton
Accounting Director/ Human Resources Manager	Debbie Billings
Bookkeeper	Lynda Gruver
Administrative Assistant	Shannon Romano
Scheduler	Dee Willett

Client Services

Client Services Director	Vacant
Interim Client Services Director.....	Kimberly Watkins
Community Project Manager Interim Team Coordinator.....	Obunwa Nwaogbe
Community Project Manager	Vacant
Community Project Manager.....	Vacant
Community Project Manager.....	Vacant
Producer	Rodney Bryant
Instructional Designer	Vacant
Instructional Designer and Trainer	Larry Merewitz
Teaching Assistant	Michael Bailey
Teaching Assistant	Tchad Moore
Teaching Assistant	William Davenport
Teaching Assistant	Yen-Ming Chen
Teaching Assistant	John Buckley
Teaching Assistant	Vacant
Paid Intern.....	Mark Satin
Volunteer Coordinator.....	Genaye Gadrowski

Research, Evaluation and Development

Research, Evaluation & Development Director	Patricia Stewart
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Supportive Services

Technical Support Services Director	Don Katzen
Programming Manager	Stuart Garfinkle
Programming Specialist	Demetrius Sykes
Media Resources Technician Team Lead	Patrick Thorpe
Media Resources Technician I.....	Jimmy Albert
Media Resources Technician II.....	Elias Agritellis
Media Resources Technician III.....	Dan Immerman
Playback Supervisor	Cy Gardner
Playback Operator	Vacant
Playback Operator.....	James Noland
Production Coordinator/Director	Bryan Lyles
Production Coordinator/Council	Mark Matarese
Post-Production Coordinator	Joelle Modderman
Post-Production Coordinator	Loren Olson
Post Production Editor County Contract.....	Jeremy Patterson
Equipment Technician	Isaac Wesley
Production Technician FT County.....	Kristopher Miller
Production Technician FT AMTV.....	Anthony Zucconi
Production Technician	Andra Gorman
Production Technician	Ally Potter
Production Technician	Barbara Krieger

Staff Chart continued...

Production Technician	Trevor McDuffus
Production Technician	Langley Wiggins, Jr.
Production Technician	Jung Hu Lee
Production Technician	David Robinson
Production Technician	Jazmyne Brooking
Production Technician	Vera Elliott
Production Technician.....	John Ruggerio
Production Technician.....	Michael Valentine
Production Technician.....	Sarah – Jane Thomas
Production Technician.....	Paul Likos
Production Technician.....	Alexander Governatori
Production Technician.....	Jamelah Fain
Production Technician.....	Susan Klein
Production Technician.....	Omri Haberman
Production Technician.....	Brittney Dorsey