

Early Television Convention board of Directors Meeting
December 30, 2019

MEMBERS PRESENT:

Dave Abramson
Chuck Azar
Dave Arland
Chuck Conrad
Bob Dobush
Steve McVoy
James O'Neal
Dave Sica
Ray Sieracki

AGENDA

Minutes. The minutes of the previous meeting were accepted.

Plan for the 2020 Early Television Convention

Steve has traditionally handled most of the details involved in organizing the convention. Due to health concerns, he will require assistance in managing the Convention this year, up to and including offloading all the management functions he's previously handled.

Bob Dobush had an idea which may solve our problem. There are currently two issues which have the potential to affect the staging of the 2020 Convention. The first is Steve's health concerns, but there are also issues that have arisen as a result of a recent fire department inspection. It is possible that significant work might need to be done to the building to pass fire inspection and it's possible this might not be able to happen by May. Bob suggested that we consider moving the Convention to the fall. This will allow us to get the building settled and allow additional time for Steve's recuperation. In addition, the hotels will probably be less expensive in the fall and there will be less likelihood of conflict with other local events.

FIRE INSPECTION

After operating successfully for many years, this year there has been new and fairly intense interest in every aspect of our building from the fire department. They've expressed interest in every electrical outlet, every extension cord, every exit door and exit sign and the items we keep in storage. They particularly don't like our warehouse: picture tubes stacked too high near the ceiling. The next inspection is scheduled for January 28th so we should know by the end of January if they'll pass us for a fire inspection. If not, we could be shut down until we meet their requirements. Bob is working with Larry to clean up and rearrange things to make a show of good faith by then to convince them that we're serious.

In addition to that, there is a small construction project that would need to be done and we'll need to get a contractor to do it. One exit door has a step, which is apparently not allowed, so that needs to be reconfigured. Also, one exit has an interior door and then an exterior door, also apparently not allowed. We intend to have the contractor close up that exit and create a new exit with a proper door in another location on that wall. We intend to have this done by Jan 28 inspection.

Steve will talk to the town representative who manages "Destination Hilliard" to reconnect and remind them how the Convention is a good thing for the town.

SHOULD WE CHANGE THE SCHEDULE FOR THE CONVENTION FOR THIS YEAR?

Keep in May or move to September?

CONVENTION MANAGEMENT ISSUES:

Computers not accessible over the Internet, requiring Steve to do all work on-site.

Dave Sica suggested moving the management to G Suite Google Cloud software.

Another suggestion was to manage the programs on the computers at the museum remotely by use of Teamviewer or other remote access software.

Dave will reach out to one of our associates (Matt Reynolds) who is an IT professional to request advice.

The system is currently set up as one database file that has all information in it.

Ideally, we'd like to remotely manage the database including bulk emails, with the results flowing back into the local ETF database as they do no.

We'll want to take another look at the spreadsheet to see if there are things that each board member or other volunteer would feel comfortable doing.

FINANCES

Bob Dobush is currently a signatory on the Museum's bank account. Bob can handle the local financial activities, primarily bill pays. (See spreadsheet for details.) We have only 4 or 5 bills every month and most payments are already done online; we tend to write very few checks. Bob is at the museum several days a month, so this shouldn't be a problem for him to do.

CONVENTION MANAGEMENT POSITIONS

- Umbrella Management Person
- Volunteer Coordinator
- Projection for presentations: Chuck Conrad, assisted by Dave Arland. Chuck will help organize and verify PPT presentations are ready for presentation.
- Call for Presentations: Steve mentioned that one of the biggest jobs is getting people to agree to do presentations, and vetting them as suitable. Dave Sica will contact Alex Magoun and Mike Molnar to see if they'd be willing to participate in that aspect of the Convention management. Then James O'Neal volunteered to coordinate call for

submissions. James will handle the call for entries and handle the initial vetting and submit submissions to the board for approval.

- Auction People
- Setup People
- A/V People
- Webcast/Video People
- Other: e.g. who brings the coffee? etc.
- Laborers. We should have several.

Auction: do we currently have any high-end auction items? (No. But some may come in.)

RAFFLE ITEMS

Steve suggests a prewar or early color set, although he hasn't found one yet. Don Saltzman has possibly agreed to let us auction a set and keep half the proceeds, a GE HM185. Dave Abramson suggested also including a second and/or third prize, perhaps a nice postwar that looks like it just came out of the store. (e.g. an 8TS30 new-in-box.) Ray Sieracki suggested posting on the website that we're looking for one.

Next meeting, first week of February. Send out a poll to determine the best date.

A motion to adjourn was made and seconded.