



BNN Charles J. Beard II Media Center Operating Hours

BNN administrative office - Hours of Operation: Monday through Friday 9:00 AM - 5:00 PM, Saturday & Sunday - Closed

Day	Community TV Production Hours	BNNLive Production Hours	BNN Timothy Smith Media Lab	Field Equipment	Membership	Radio	Administrative Offices
Monday	2 - 8:00 PM	2 - 8:00 PM	10:00 AM - 8:00 PM	By Appointment	10:30 AM - 5:30 PM	12 - 7:30 PM	9 AM - 5 PM
Tuesday	2 - 8:00 PM	2 - 8:00 PM	10:00 AM - 8:00 PM	By Appointment	10:30 AM - 5:30 PM	12 - 7:30 PM	9 AM - 5 PM
Wednesday	2 - 8:00 PM	2 - 8:00 PM	10:00 AM - 8:00 PM	By Appointment	10:30 AM - 5:30 PM	1 - 8:30 PM	9 AM - 5 PM
Thursday	2 - 8:00 PM	2 - 8:00 PM	10:00 AM - 8:00 PM	By Appointment	10:30 AM - 5:30 PM	12 - 7:30 PM	9 AM - 5 PM
Friday	2 - 8:00 PM	CLOSED	10:00 AM - 8:00 PM	By Appointment	10:30 AM - 5:30 PM	12 - 7:30 PM	9 AM - 5 PM
Saturday	CLOSED	CLOSED	CLOSED	CLOSED	CLOSED	CLOSED	CLOSED
Sunday	CLOSED	CLOSED	CLOSED	CLOSED	CLOSED	CLOSED	CLOSED
NOTE:			Support Available During All Lab Open Hours	Pre-Scheduled Edit Sessions Available During All Facility Open Hours	Call For An Appointment	Call to Schedule Studio Time	

FOR MORE INFO ABOUT	CONTACT			
	Department	Name	Office	Email
Membership, Services, Training, Internships Membership & Development	Membership & Marketing Manager	Monique Douglas	(617) 708-3224	membership@bnnmedia.org ; mdouglas@bnnmedia.org
BNN Community TV Studio Production	Studio A Manager	Ashley Lewis	(617) 708-3280	
BNNLive Studio Production	Studio B Manager			
Channel Use, Programming	Program Scheduling and Distribution Manager	Shavarsh Morrissey	(617) 708-3228	smorrissey@bnnmedia.org
Media Lab & Editing Use	Youth Program Youth Program/ Media Lab		617-708-3205	
Scheduling Field Equipment	Field Equipment		617-708-3240	
Administration, Finance, Accounting, Human Resources	Administrative Assistant	Janice Holman	(617) 708-3202	jholman@bnnmedia.org
Administration, Finance, Accounting, Human Resources	Administration, Finance and Compliance Manager	Michael Foley	(617) 708-3227	mfoley@bnnmedia.org
Strategic Partnerships, Development, Sponsorships	General Manager	Glenn Williams	(617) 708-3201	gwilliams@bnnmedia.org
Studio, News Production	Studio & News Department	Kathkeen Coffey		kcoffey@bnnmedia.org
Visitor Info, General Inquiries	Front Desk Attendant Trainees		(617) 708-3200	frontdesk@bnnmedia.org
Technical Systems	Chief Engineer	Dennis Dutra	(617) 708-3225	ddutra@bnnmedia.org
Boston Neighborhood Network News	News Director & Anchor	Faith Imafidon	(617) 708-3244	fimafidon@bnnmedia.org
Management; Truck usage	Mobile Production Manager	Shavarsh Morrissey	(617) 708-3228	smorrissey@bnnmedia.org
Management; Podcast, Radio program, Radio Station usage	Radio Manager	Brett Rodrigues	(617) 708-3215	brodrigues@bnnmedia.org