



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	1 - 8:00 PM	1 - 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	1 - 8:00 PM	1 - 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	1 - 8:00 PM	1 - 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
Thursday	1 - 8:00 PM	1 - 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	1 - 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	By Appointment	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
Internships, Membership& Development	Membership & Marketing Assistant	Ruby Serfin	(617)708-3220	mserafin@bnnmedia.org
BNN Community TV Studio Production	Studio A Manager	Katie Coffey	(617) 708-3280	kcoffey@bnnmedia.org
BNNLive Studio Production	Studio B Manager		(617)708-3290	
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	Vivian Izuchi	(617) 708-3202	vizuchi@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 Department	Katie Coffey	(617) 708-3221	kcoffey@bnnmedia.org
Assist in Studio, News Production	Studio Assistant	Steve Fallon	(617)708 -3280	sfallon@bnnmedia.org
Visitor Info, General Inquiries	Front Desk Attendant	Wendy Brathwaite	(617) 708-3200	frontdesk@bnnmedia.org
Technical Systems	Chief Engineer	Dennis Dutra	(617) 708-3225	ddutra@bnnmedia.org
Boston Neighborhood Network News	News Associate Producer	Lulu Harding	(617) 708-3226	lharding@bnnmedia.org
Management; Truck usage, Boston Neighborhood Network News	Mobile Production Manager & News Director	Shavarsh Morrissey	(617) 708-3228	smorrissey@bnnmedia.org
Management; Podcast & Radio program	Asst. Radio Manager	Tommy Shenefield	(617) 708-3222	tshenefield@bnnmedia.org
Management; Podcast, Radio program, Radio Station usage	Radio Manager	Brett Rodrigues	(617) 708-3215	brodrigues@bnnmedia.org