

Station Manager's Report, submitted by Grace McNamara on Wednesday, May 19, 2021

Administrative:

- Just a reminder that we have paid both our business and workers comp premiums to Holbrook Insurance for this year (April 2021-April 2022). Our media insurance policy, also handled by Holbrook, doesn't come due until August.
- On Thurs., 4/29, I was contacted by a member of the Keene City government to discuss issues that the City was having with Cheshire TV (the public access station that serves Keene and Swanzey). LRPA was offered the opportunity to record and stream Keene's municipal meetings (for a fee). I explained that, for various reasons, we couldn't take on this responsibility. We then discussed Cheshire TV's funding. Like LRPA, they are a 501(c)(3). Keene turns over approximately 90% of its franchise fee to the station. That includes a flat percentage of the fee across the board, including TV, internet and telephone. She asked about our franchise agreement and noted that ours is uncommon in community access television.
- In the coming year, I would like to create standing advisory committees that would meet independently and report back to this board. The two that I recommend are technology and community relations committees. A technology committee could help the station make wise decisions in future planning and purchases. A community relations committee could work not only to raise awareness about LRPA specifically (and public access in general), but might encourage people to create their own programming, develop new volunteers, etc. Ideally, these committees would include representatives from all our member municipalities (but might not start out that way, particularly the technology committee, whose members need to be well versed in hardware, software, etc.). I envision these committees meeting several times throughout the year, but not necessarily monthly. Current board members certainly can be involved. Importantly, for board members who are finding it difficult to attend regular meetings, these committees could offer an alternative way to stay involved with LRPA. I'd like your thoughts on this idea and have added this discussion to the Annual Meeting agenda.

Budget:

- I emailed all five 2021-2022 municipal agreements, read receipt requested, on Wed., 5/12. I received read receipts from all but one municipality. Both Belmont and Laconia have returned their signed agreements with payments to follow. Thank you for your continued support!
- Jeanne sent the Belknap County Q2 invoice of \$500 on Wed., 5/12.
- LRPA's miscellaneous revenue stands at \$0.00 for the 2020-2021 fiscal year.

Equipment/IT/Website/Studio:

- We have received notice that our renewal invoice from Castus will be coming shortly. This includes the annual \$1,200 support and maintenance fee, and the annual 2TB cloud storage/streaming/maintenance fee of \$1,995, for a total of \$3,195. When I receive the invoice, I will forward it to Jeanne.
- As I reported last month, Atlantic Broadband quoted us an estimate of \$5,638.00 for the construction costs associated with moving LRPA from 345 Union Avenue to 65 Water Street in Laconia. I have discussed this with Marc at TEG. Based on that discussion, my recommendation regarding the move is to keep the station office at 345 Union Avenue and to consider TEG as LRPA's "satellite" studio, using their space whenever we have a more involved shoot. This will work well and could be useful as a transition if we choose to move forward with a full move in the future.

Personnel:

- Jordan did a great job live streaming the Huot National Technical Honor Society ceremony on Thurs., 5/6. The event went off very smoothly and Dave Warrender of the Huot was extremely pleased. I anticipate more of the same at the Huot Graduation Ceremonies on Wed., 5/26!

Production and Programming:

- Charlie St. Clair has confirmed that there will be a pre-Motorcycle Week press conference this year, held again the North East Motor Sports Museum in Loudon on Thurs., 6/10 (We can't go live from that location due to an excess of metal in the building; we've tried). Additionally, they will be reinstating the daily press conferences held at the Naswa (6/14-18). In the past, we have covered all these press conferences. The pre-week press conference is attended by several media outlets. The daily press conferences often are only attended by LRPA. Charlie is unable to tell me what time these daily press conferences will run (9? 9:30? I've had staff wait upwards of 45 minutes for the press conference to go live after their stated start times.) To be frank, I have mixed feelings about covering these press conferences, particularly the dailies. Traditionally LRPA has covered these events. However, it takes longer for Jordan to get there, set up, wait for it to start and then break down than the actual length of the press conference. When we have gone live there are never more than 4-5 people watching, tops. Often there are none. I have told Charlie that we will record the Loudon event but that I need to consider that dailies before I make a final decision. I'd like to have a brief discussion about this. ****Discussion requested****
- I have confirmed with LHS that they want LRPA to live stream the graduation ceremony on Fri., 6/11 (rain date Sat., 6/12). This is a large-scale, complex live event that lasts about 6 hours or more and requires a staff of at least four. Once again, we will partner with TEG to produce this event. I have inquired as to how other local high schools are handling their streamed graduations, and without exception, they are hiring companies to produce their events. Some are more complex than others. I recommend that if this comes up again next year, LRPA should receive compensation for this work, as it is out of our normal event coverage.
- I continue to download vintage content from the internet onto the server.
- New shows produced/aired or airing since late April: *Art to You*, Belknap County, Huot NTHS Induction, NH Executive Council meetings, religious programs, *Today in Focus*, meetings from Belmont, Gilford, Laconia, Meredith and Northwood and updated Inter-Lakes, Laconia and Northwood School Board meetings.

Public/Community/Station Relations:

- Beginning next week, I am reaching out to town administrators who have posted public notices about Atlantic Broadband and the upcoming franchise agreement to ask if they would like me to come to a meeting and discuss LRPA's services. If anyone has any comments or recommendations for me regarding this idea, please let me know.
- I presented to the Gilford Board of Selectmen on Wed., 5/12. As always, it went well.
- More nonprofits are placing notices on our bulletin board. Additionally, the City of Laconia is regularly sending notices to us. I encourage all our municipalities to send us bulletin board notices!