

Board Minutes
Lakes Region Public Access Television
Wednesday, June 26, 2019, 3:00 p.m.
LRPA Studios, Laconia NH

Present: Chairperson Trish Stafford (*representing Meredith*); Treasurer Jeanne Beaudin (*representing Belmont*); Dale Channing Eddy (*representing Gilford*); Bob Hamel (*representing Laconia*); Jack Landow (*Member-at-Large*); Station Manager Grace McNamara

Guests/members of the public present: Shane Selling of SOS Tech, IT Consultant to LRPA (*arrived during the New Business portion of the agenda*)

Absent: Secretary Nancy LeRoy (*Member-at-Large*); Ron Cole (*Member-at-Large*); Ken Curley (*representing Northwood*); Joe Jesseman (*Member-at-Large*)

Roll Call:

T. Stafford called the June 26, 2019 LRPA Board meeting to order at 3:01 p.m. and proceeded with roll call.

Approval of May 29 Minutes:

Stafford asked if those present had any additions, corrections or deletions to the May 29, 2019 Board minutes; there were none. Stafford called for a motion to approve the 5/29/19 Board meeting minutes. B. Hamel made the motion, seconded by C. Eddy. The motion was unanimously approved.

Financial Report:

J. Beaudin presented the financial report. As of 6/25/19, LRPA's bank balance was \$94,135.50. Year-to-date expenditures as of 6/25/19 total \$62,725.35. Beaudin noted that LRPA is about \$12,000 under expenditures from last year's budget. Beaudin plans to close out the 2018-'19 year-end financial reports by the end of next week. Stafford asked if those present had any questions or comments regarding the financial report; there were none. Stafford called for a motion to approve the financial report. Eddy made the motion, seconded by J. Landow. The motion was unanimously approved.

Station Manager Report:

The full report can be downloaded or read here: <http://lrpa.org/board-meetings-minutes-reports/>

G. McNamara presented the Station Manager Report. Highlights included:

- The Wi-Fi chip in LRPA's Broadcaster Pro malfunctioned on 6/13/19. S. Selling tested the device. The Ethernet connection works but the Wi-Fi does not, rendering it useless in the field. The chip is proprietary and can't be replaced. LRPA's three options:
 - Purchase a new Broadcaster Pro for \$500
 - Purchase a competing product, the Teradek Vidiu Pro, for \$775; (advantages include an internal SD recorder and the ability to stream RTMP directly over the internet)
 - Not replace the Broadcaster Pro (no live streaming in the field)

Eddy offered to try and repair the device and McNamara gave it to him at the end of the meeting. Hamel suggested that the Board revisit the decision on LRPA's streaming options at the July 31 Board meeting and the Board agreed.

- LRPA will purchase a new (factory refurbished) editing computer and 10 new SD cards, both included in FY 2019-'20 budget. We must also purchase new Adobe software; the least expensive option is the annual prepaid business plan for \$240/year.
- The Town of Northwood has requested that LRPA and Selling offer options on how, moving forward, it can best capture and share its municipal content. Selling and McNamara will put together a memo listing those options and email it to the Town Administrator ASAP.
- The FCC's new cable franchise ruling is expected to be issued at its August 1, 2019 meeting. McNamara asked that the September Board meeting be devoted to discussing the ramifications for LRPA in terms of funding, obligations to its municipal members, the County, producers, etc. (there is no Board meeting in August). The Board agreed.
- Jordan Chase-Lund, LRPA's video technician, continues to do an excellent job. In June he taped 2 County meetings, four graduations and six Motorcycle Week press conferences.

Stafford asked if there were questions or comments on the Station Manager Report. As there were none, Stafford called for a motion to accept the Station Manager's report. Hamel made the motion, seconded by Beaudin. The Station Manager's report was unanimously approved.

Old Business: no agenda items

New Business:

- The Board discussed draft copies of three forms: a Board-Volunteer Application, a Conflict of Interest Policy and a Conflict of Interest Report. The Board accepted the Board-Volunteer Application and the Conflict of Interest Report with no changes. Landow proposed two edits to the Conflict of Interest Policy, which were discussed and accepted by the Board. McNamara will make those edits and will send a new draft copy to Board members before the July 31 meeting.
- Selling joined the Board meeting at this point, so discussion turned to further explanation of the various options for replacing the Broadcaster Pro streaming device (reference above Station Manager Report).

Public Comments: none

Non-Public Meeting: not needed

Next Meeting/Adjournment:

Stafford announced that the next LRPA Board meeting is scheduled for 3:00 p.m. on Wednesday, July 31, 2019 at LRPA (345 Union Avenue, Laconia, NH). Any date change will be posted here:

<http://lrpa.org/board-meetings-minutes-reports/>. There will be no meeting held in August.

Stafford closed the June 26, 2019 LRPA Board meeting at 3:51p.m.

Respectfully submitted by Grace McNamara (for Secretary Nancy LeRoy)

GBM 6/27/19