

**Lakes Region Public Access TV
Board Meeting
July 15, 2016**

The meeting was called to order by Chairman Chan Eddy at 2:05 with Jeanne Beaudin, Trish Stafford, Nancy LeRoy and Director Grace McNamara in attendance.

M, S, P, to approve the minutes of the June 17th meeting. (Thank you Jeanne)

M, S, P, to accept the Treasurer's Report (attached) with the Total Cash on Hand 7/15/16 of \$84,567.36. All the participating towns have made their payments.

Station Manager's Report (attached). The Agreement with SAU has been signed, eliminating any reference to Huot Technical Center. We also have no trash pick-up from the school and we cannot report it because we do not have an email account with the school – Grace is working on this. Meantime, she has a key to the dumpster (not a solution!). Grace checked with the State of New Hampshire and we can charge for programming as long as our profit goes back into programming. There is a Tigtrope SX4 system in Maine available for \$3,000. It might be good for back-up. Carly DeNauw will be videoing Gilford and Belmont Old Home Days. Grace will contact the new Belmont Superintendent to see if they would like the meetings to be televised. Laconia Education programs run on Channel 24. Also, perhaps we could also film the Airport Authority or LR Mutual Aid (David Stamps).

M, S, P, to accept the Station Manager's Report.

We could do productions with HD – purchase another camera (Panasonic?).

Grace will go through the policies and pull out and show us what it could say. We should have an Attorney review whatever we do.

Meeting Schedule: No August or December meetings: Others 9/23, 10/21, 1/27, 3/24 annual, 4/21, 5/19, 6/16,

This year we should work on Live-Stream on 25 & 26. The device is \$549 if we do find we have a lot of requests i.e. Belknap County Commission. The cost is about \$50 a month.

Non-Public Session: M, S, P, to go into Non-Public Session at 3PM. **M, S, P**, to come out of non-Public Session at 3:28.

M, S, P, to adjourn at 3:39

Nancy G. LeRoy, Scribe

Lakes Region Public Access – TV

Treasurer's Report

Year Ending June 30, 2016

Cash on hand July 1, 2015 \$33,264.69

Deposits through June 30, 2016 \$77,524.56

Expenditures through June 30, 2016 \$88,003.76

Cash on hand July 1, 2016 \$22,785.49

Beginning cash on hand July 1, 2016 \$22,785.49

Deposits as of July 15, 2016 (Fiscal Year 2017 Dues) \$64,839.50

Expenditures through July 15, 2016 \$ 3,057.63

Total Cash on hand July 15, 2016 \$84,567.36

Station Manager's Report, submitted by Grace McNamara on Wed., 7/13/16
LRPA Board Meeting 7/15/16

Administrative:

- On Wed., 6/29, Bob, Chan and I met with Ed Emond (now retired) from Laconia's SAU to sign LRPA's lease agreement. The most important change in the agreement is the elimination of any reference to the Huot. The lease agreement was agreed to, and signed by, both parties.
- One further note: we are still not getting our trash and recycling removed on a daily basis.
- Need photos from three of you, and a bio from one of you, for our website. I'd like this to be a priority, as our time is running out to have the site amended free of charge.
- We occasionally have problems with the front door knob mechanism sticking. This has been brought to the attention of LHS maintenance. I have been informed that I cannot put in any maintenance requests until I have been assigned an LHS email address in order to use the in-school maintenance program, "School Dude." I requested an email address on Wed., 7/6, and as of Wed., 7/13, I have not yet been assigned an email address.
- We are still waiting to hear from the Children's Auction committee regarding where this year's Auction will be held. As far as we know, the dates will be Tues., 12/6 – Sat., 12/10

Budget/Fundraising:

- On Thurs., 6/30, we received our 2016-17 membership fee of \$11,489.50 from Meredith; on Thurs., 7/7, we received our 2016-17 membership fee of \$25, 877.50 from Laconia. All of our membership municipalities are now current. Many thanks to Meredith, Laconia and all of our membership municipalities for their continued support!
- On Tues., 6/21, I submitted a grant proposal to the Bank of New Hampshire for \$3,700.00 to cover the costs of three (3) lending cameras and accessory kits, plus two (2) wireless microphone kits. The committee meets to decide in July; we will be notified (either way) by the end of July.
- I need Jeanne to reconcile the cash box to close out 2015-16!

Computer Equipment/IT/Studio:

- Shane repaired our Live Stream server over the weekend of 7/11-12. The quality of the stream has improved, as has its overall reliability, due to the upgraded components.
- Meredith has had an ongoing problem with low audio levels and video feedback interference during its live select board meetings, especially when people are speaking. Shane has gone there three times to work on these issues, including the installation of a replacement video fiber optic transmitter provided by Metro Cast (it helped the video but not the audio). There will be an extra charge for this work on Shane's next invoice that I feel should be covered by Meredith, as this work falls outside of our normal membership agreement. **discussion required**
- I received an email notice that Bedford Community Television is upgrading its system and has a used Tightrope SX4 server that the station may be willing to sell. This would give us a backup server. Shane and I are exploring the option and will report back as soon as we can.

Personnel:

- Tim Cox has taken both this and next week off, as he is coaching for the local Shooter's Gold basketball camp from Mon., 7/11 through Fri., 7/15. Zack has been covering for him.
- Carly DeNauw is scheduled to tape both the Belmont (8/13) and Gilford (8/27) Old Home Day activities. Suggestions on specifically what she should tape would be greatly appreciated.

- On Wed., 7/13, I celebrated my one year anniversary with LRPA. It is my pleasure to work with everyone involved with the station, including Tim and Zack, Shane, our interns and volunteers, and the Board. Thank you all for making this a challenging, rewarding and fun experience!

Production and Programming:

- As of Wed., 6/29, LRPA is airing educational programming from the municipalities of Laconia and Meredith on channel 24. This programming is running on a schedule similar to that of our governmental programming on channel 26. At off times, the channel reverts to our bulletin board. Please note that at this time, only the municipalities of Belmont, Laconia and Meredith are eligible to run educational programming on channel 24, as Gilford and Northwood schedule their own channel 24 programming (Gilford runs school board meetings; Northwood runs a town bulletin board). I have contacted Belmont's SAU to solicit programming but currently, the town does not have any educational programming available, as they do not tape their school board meetings. I have saved time on the schedule for anything that Belmont might want to supply in the future. The schedule (which has been sent to the local papers) is as follows:

Sundays	5:00 a.m. – 5:00 p.m.:	Inter-Lakes
Mondays	6:00 p.m. – 12:00 midnight:	Inter-Lakes
Tuesdays	5:00 a.m. – 5:00 p.m.:	Inter-Lakes
Tuesdays	6:00 p.m. – 12:00 midnight:	Laconia
Wednesdays	5:00 a.m. – 5:00 p.m.:	Laconia
Thursdays	6:00 p.m. – 12:00 midnight:	Inter-Lakes
Fridays	5:00 a.m. – 5:00 p.m.:	Laconia
Saturdays	6:00 p.m. – 12:00 midnight:	Laconia

- On Mon., 6/27, Allan Beetle borrowed a camera to tape the next portion of the WOW trail prior to its renovation. We copied the footage off for him on a personal flash drive. He was pleased.
- On Mon., 7/4, I programmed an evening of patriotic shows, including documentaries, films, cartoons, LRPA shows with patriotic themes, etc. All public domain. Good times!
- On Wed., 7/6, we taped a reading of the Declaration of Independence for the Thompson-Ames Historical Society of Gilford. I told them that they could get trained on the camera and borrow it (as does the Laconia Historical Society) to tape their meetings and have a regular show on channel 25. They are very interested.
- County Commission meeting taped on Wed., 7/6 and another will be taped on Wed., 7/20; July Executive Committee and Delegation meeting dates have yet to be published
- We continue to download movies, cartoons and other programs in the public domain
- New shows aired/airing in July: Belknap County meetings, Laconia Historical Society, *Laconia Road Poets*, *LRPA After Dark*, NH Executive Council (two parts), *NHHS Pet of the Week*, Thompson-Ames Historical Society of Gilford, updated meetings from Belmont (new meeting 7/11), Gilford, Laconia, Meredith (live meeting will be on Mon., 7/18) and Northwood, religious programs

Public/Community/Station Relations:

- LRPA After Dark press releases continue to run fairly regularly in the weekly Salmon Press papers and *Suncook Valley Sun*, and in the daily *Citizen and Sun*
- Sent a press release on Thurs., 6/30 to the dailies for the 7/4 patriot programming
- Sent press release out for new educational programming on channel 24