

Board Minutes
Lakes Region Public Access Television
Tuesday, September 24, 2019, 3:00 p.m.
LRPA Studios, Laconia NH

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

Guests and/or members of the public present: Shane Selling of SOS Tech, IT consultant to LRPA

Absent: Secretary Nancy LeRoy (*Member-at-Large*); Ken Curley (*representing Northwood*); Bob Hamel (*representing Laconia*); Joe Jesseman (*Member-at-Large*)

Roll Call:

T. Stafford called the September 24, 2019 LRPA board meeting to order at 3:00 p.m. and proceeded with roll call; attendance as noted above.

Approval of July 24 Minutes:

Stafford asked if those present had any additions, corrections or deletions to the July 24, 2019 minutes; there were none. Stafford called for a motion to approve the 7/24/19 board meeting minutes. P. Warren made the motion, seconded by J. Beaudin. The motion was unanimously approved.

Financial Report:

J. Beaudin presented the financial report. As of 9/24/19, LRPA's total expenditures are \$17,490.10. Beaudin noted that all municipal membership dues are current, with the 2019-2020 dues total at \$79,027.00. As of 9/24/19, LRPA's checking account balance is \$94,903.13 and its savings account balance stands at \$20,100.00. Stafford asked if those present had any questions or comments regarding the financials; there were none. Stafford called for a motion to approve the financial report. R. Cole made the motion, seconded by D. Eddy. 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:

- LRPA filed its FY 2018-'19 NH Annual Report Certificate Mon., 8/5/19
- LRPA renewed its memorandum of understanding with the Laconia SAU on Mon., 8/19
- LRPA will provide a live stream of the Laconia mayoral debate (Oct. 21) to the *Laconia Daily Sun* and will be paid for the costs associated with this production
- The AC compressor and the AC unit in LRPA's server room failed over the summer. The compressor has been repaired and the server room unit components have been ordered. The cost thus far to the SAU has been \$3,000
- The Town of Northwood is live streaming its municipal and school board meetings from new equipment that was installed by Shane Selling of SOS Tech; LRPA downloads the meetings and can program them on accordingly on Atlantic Broadband channels 25 & 26
- LRPA plans to stream the Children's Auction in HD through a partnership with The Enablement Group, a Laconia media company that will loan a HD switcher to LRPA for the week. To accomplish this new HD stream, LRPA needs to purchase several HDMI cables for our cameras

(approximately \$300) and a decoder and converter box to go from HD output to SD output over Atlantic Broadband (\$300). McNamara asked the board to approve this purchase. J. Beaudin made the motion, seconded by D. Eddy. After some clarifying discussion, the motion was unanimously approved.

Stafford asked if there were any questions or comments regarding the station manager's report; there were none. Stafford called for a motion to approve the station manager report. D. Eddy made the motion, seconded by J. Landow. The motion was unanimously approved.

Old Business:

S. Selling of SOS Tech led a discussion on options for the purchase of a new broadcast system server for LRPA. The station has received two quotes, one from Tightrope Media Systems (LRPA's current provider) for \$65,000+/- (after installation) and the second from Castus Corporation for \$55,000 +/- . Selling discussed the pros and cons of each system; Tightrope, a Windows-based program, has served LRPA well for seven years and is highly engineered. Castus, a Linux-based program, is less money (and will cost less in the long run). Both systems offer LRPA streaming content and VOD for all 3 PEG channels. McNamara and Selling recommended that LRPA purchase a new server during the 2020-2021 FY. The Board is leaning toward purchasing Castus and asked McNamara and Selling to take another look at the product and come back with a final recommendation.

New Business:

The sole item under New Business, discussion on Auction-related purchases, was moved into the Station Manager's report and was voted on during that discussion (see above)

Public Comments: None

Non-Public Session:

J. Beaudin moved to enter into a non-public session to discuss a personnel matter, seconded by D. Eddy. The motion was unanimously approved, and the non-public session began at 3:55 p.m.; G. McNamara and S. Selling left the room. The non-public session ended at 3:57 p.m., and McNamara and Selling were called back into the public meeting. J. Beaudin spoke on behalf of the LRPA board and announced that G. McNamara would receive a salary increase of 5%, effective with the check run of 10/2/19.

Next Meeting/Adjournment:

Stafford announced that the next LRPA board meeting is scheduled for 3:00 p.m. on Tuesday, October 29, 2018 at LRPA (345 Union Avenue, Laconia, NH). Any date change will be posted here:

<http://lrpa.org/board-meetings-minutes-reports/>

Stafford closed the September 24, 2019 LRPA board meeting at 4:03 p.m.

Respectfully submitted by Grace McNamara (for Secretary Nancy LeRoy)
GBM 9/25/19