

Board Minutes
Lakes Region Public Access Television
Wednesday, September 26, 2018, 8:30 a.m.
LRPA Studios, Laconia NH

Present: Chairperson Trish Stafford (*representing Meredith*); Dale Channing Eddy (*representing Gilford*); Joe Jesseman (*Member-at-Large*); Station Manager Grace McNamara

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

Absent: Treasurer Jeanne Beaudin (*representing Belmont*); Secretary Nancy LeRoy (*Member-at-Large*); Bob Hamel (*representing Laconia*); Ken Curley (*representing Northwood*). There was no quorum for this meeting. All motions and votes were tabled until the Oct. 31 Board meeting.

Roll Call and Approval of July 25 Minutes:

T. Stafford called the September 26, 2018 LRPA Board meeting to order at 8:34 a.m. and proceeded with roll call. Stafford asked if those present had any additions or deletions to the July 25 minutes and there were none. Stafford tabled the motion to approve the July 25 minutes until the Oct. 31 Board meeting.

Financial Report:

J. Beaudin emailed the financial reports to Board members prior to the September 26 meeting. Stafford asked if those present had any questions or comments regarding the financials and there were none. Stafford tabled the motion to approve the Financial Report until the Oct. 31 Board meeting.

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 2017-2018 Annual Report Certificate with the State of NH on Thurs., 9/9.
- To heighten security, LRPA is investigating the installation of a wireless doorbell for the front door, enabling the staff to keep the front door locked. This is in response to a suggestion from the Laconia SAU, which has been working on overall security for its schools. The cost for a doorbell is about \$50.00. McNamara will discuss this with the LHS Maintenance staff. If there are no complications for installation, she will purchase the doorbell and have it installed.
- LRPA's lease with the Laconia SAU is up in June 2019. There was discussion regarding the pros and cons of remaining at LHS. Board member B. Hamel will meet with McNamara and the SAU regarding the lease. McNamara and Board members will look into alternative ideas for possible future sites. This topic will be continued at the October 31 Board meeting.
- McNamara recommended holding the FY 2019 rate for LRPA's service agreement to tape, produce and upload Belknap County meetings at \$6,500.00. This rate must be finalized by a Board vote.
- Per a discussion between Shane Selling of SOS Tech (LRPA's IT consultant) and a representative from Tightrope Media (the manufacturer of LRPA's programming hardware and software system), Selling is strongly recommending that the station purchase a backup file server for our existing server. There was discussion explaining the need for a backup file server. The cost is approximately \$3,500.00. This purchase will need to be finalized by a Board vote.

- McNamara proposed replacing her 10+ year-old PC and also purchasing a wireless color laser printer that could be connected to all three office computers. Both could be purchased for less than \$750.00. If the Board needs to choose between the two items, the printer is more important. If in excess of \$299.00, this purchase must be finalized by a Board vote.
- The station has been busy covering local events (e.g., Motorcycle Week, Old Home Days in Belmont and Gilford, Laconia's 125th anniversary parade, Meredith's 250th anniversary events, lectures and parade, Laconia's Multicultural Festival, etc.). There are many events coming this fall, culminating in the Greater Lakes Region Children's Auction, Dec. 4-8 at the Belknap Mall.
- LRPA has two point-and-shoot Canon cameras that are available to people who live or work in our five membership municipalities: Belmont, Gilford, Laconia, Meredith and Northwood. McNamara invites anyone interested in learning about these cameras to contact her at the station: 603-528-3070 or director@lrpa.org.

There were no questions or comments on the Station Manager Report. Stafford tabled the motion to approve the Sept. 26 Station Manager Report until the Oct. 31 Board meeting.

Old Business:

The only agenda item under Old Business was the recruitment of new LRPA Board members. This has been an ongoing discussion topic. McNamara suggested that the Board put a recruitment and succession plan into place. D. Eddy recommended that LRPA should attempt to recruit younger Board members. J. Jesseman discussed the difficulty in recruiting new Board members, noting that the same people serve on many boards through the area. McNamara asked if current Board members who work for LRPA membership municipalities could mention this at upcoming Select or City Council meetings. It was suggested that McNamara might make these appeals in person. McNamara will follow up on this idea, and this agenda item will be continued at the Oct. 31 Board meeting.

New Business:

The New Business agenda items were as follows:

- Purchase of a wireless doorbell (see Station Manager report)
- Purchase of a backup server (see Station Manager report; must be finalized by Board vote)
- Purchase of a PC and printer (see Station Manager report; must be finalized by Board vote)
- FY 2019 rate for Belknap County Service Agreement (see Station Manager report; rate must be finalized by Board vote)

Public Comments/Non-Public Meeting:

There were no public comments, and there was no request to enter into a non-public meeting.

Next Meeting/Adjournment:

Stafford announced that the next LRPA Board meeting is scheduled for 8:30 a.m. on Wednesday, October 31, 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 26, 2018 LRPA Board meeting at 9:37 a.m.

Respectfully submitted by Grace McNamara (for Secretary Nancy LeRoy)

GBM 9/27/18