

Station Manager's Report, submitted by Grace McNamara on Fri., 1/24/20

Administrative:

- The station was closed to the public from Mon., 12/23 – Fri., 12/27 for Christmas (although I came in a few times and also worked on content from home), on Wed., 1-1 for New Year's Day, and on Mon., 1/20 for MLK Day (I came in on that day too).
- I was in the UK from Mon., 1/6 – Fri., 1/10. Jordan and Shane filled in as needed.
- I received LRPA's 2018 W-2s from Paychex on Mon., 1/14. All have been distributed.
- I recommend finalizing the details of LRPA's Annual Meeting, to be held on Wed., 3/31, at 5:00 p.m. (place TBD). ****discussion during New Business****
- LRPA's 2019-'20 Board meetings are held on Tuesdays, 3:00 p.m. at the Station and the remaining dates are **Feb. 25, March 31 (Annual Meeting, 5 p.m.), April 28, May 26, June 30.**

Budget/Fundraising:

- I recommend discussing LRPA's 2020 per subscriber rate during New Business. As always, Atlantic Broadband needs to be contacted for the number of basic cable subscribers in each municipality (I am not allowed to inquire about or to directly receive this information). The contact person is Edward Merrill, General Manager. His phone number is (603) 527-3634. His email address is emerrill@atlanticbb.com. The Board will then vote to set the 2020 per cable subscriber rate for our municipal members. The last rate increase was in 2017 and went from \$6.00 to \$6.50 per basic cable subscriber. An important consideration moving forward is that LRPA will need to pay for VOD and streaming cloud storage (for the new server) at an annual cost of approximately \$2,000 as well as an annual maintenance fee of \$1,200 (**a total of an additional \$3,200 per year**). We also found out last week that our annual Dropbox fee is increasing to \$119.88. Based on 2019's subscriber numbers, increasing the per subscriber rate to \$6.75 would bring LRPA an additional \$3,039.30 of revenue, and increasing the per subscriber rate to \$7.00 would give us an additional \$6,079 of revenue. While the franchise language restricts us to revenue tied to cable television fees, much of our current work involves streaming, which potentially serves many more people than are subscribed to ABB, and we need to recognize this. I recommend that the 2020 rate be set at February's Board meeting, scheduled for Tues., 2/25. I will work on the municipal contracts and cover letters next month. ****discussion during New Business****
- As of 1/26/20, LRPA miscellaneous revenue for FY 2019-'20 is \$1,080.00.

Equipment/IT/Website/Studio:

- On Tues., 1/13, Atlantic Broadband installed a new Arris modem as part of a planned business customer upgrade.

Personnel:

- Jordan Chase-Lund has been at LRPA for one full year and continues to do a great job representing the station to our municipalities and to the community at large.

Production and Programming:

- We live streamed the Light-Up Laconia Holiday Parade on Sunday, 12/1. It was a complete success and we plan to will stream it again next year (although we will probably move to a different, better illuminated location!). Our own Nancy LeRoy braved the cold with Pat Kelly to

once again emcee the parade, which was particularly great this past year. It was viewed 32 times on VOD. So fun!

- The 2019 Greater Lakes Region Children's Auction had another record-breaking year, raising \$600,032. We set up on Sat., 12/1 and worked the Auction from Tues., 12/3 – Sat., 12/8. A few of the Huot's Digital Media Arts students chose to direct and/or switch the program. Many thanks to them and to their teacher, Ray Sleeper, for their excellent work as well as for the loan of their equipment. I sent a thank you letter, signed by Trish, to Ray and David Warrender, Huot's Director of Career and Technical Education, on Mon., 12/17. We had many wonderful evening volunteers, including Board member Joe Jesseman, Eric Nelson, our sales rep from Access AV, producers and volunteers Carly DeNauw, John Ford, Bear Hanson, Phil Polhemus and Forrest Seavey. I am proud of the tremendous work done by LRPA. I want to especially thank Shane Selling of SOS Tech for another incredible year of direction and technical production and Marc McNamara of TEG Productions for the use of their equipment.
- On another Children's Auction note: a few members of the Auction board have proposed extending the live event by one day; specifically, starting it on **Monday** and carrying it live through Saturday. This presents two issues for LRPA:
 - That first Monday of December coincides with the live Meredith Selectmen's meeting (they go out over the same encoder)
 - Adding another day to the Auction is an actual cost to LRPA. This has been acknowledged by the Auction board. I don't know what the final decision regarding this choice will be. I will keep you informed.
- On Thursday, 1/9 LRPA streamed the Laconia mayoral inauguration ceremony live from the Belknap Mill. Shane worked with Jordan as I was in the UK (although I did watch about 15 minutes of it live from across the Atlantic!). It was a great success and the Laconia officials I spoke with were very pleased. So far it has been viewed 53 times on VOD.
- Since the Board last met on 11/26, we have taped 13 new Belknap County meetings (including one tonight) consisting of 3 Commission, 2 Delegation and 8 Executive Committee meetings. The County's budget process began with the Executive Committee meeting of 12/30. These meetings tend to run from 6:30 – 9:30 PM (sometimes till nearly 10 PM), mostly on Monday and Tuesday evenings (unlike last year, when the head of the Delegation scheduled them for *Friday evenings beginning at 7 PM* 😞). I was told by Jordan that, when LRPA's annual fee of \$7,500 came up in the budget, Rep. Sylvia of Belmont suggested "switching to a less expensive option such as closed camera television coverage," but in the end the Executive Committee left our proposed fee intact. Both Jordan and Shane have been doing exceptional work; Jordan shooting then immediately editing those long meetings, getting them to me to put into the server, then Shane getting them posted to VOD, within usually 12 hours. Really great work. The County budget won't get voted until sometime in February or March; however, I still recommend invoicing them for our 2020 Q1 payment of \$1,875.
- Marylee Gorham (formerly of the NH Humane Society) now works as the Admissions and Marketing Director of the Peabody Home in Franklin. She contacted me in early December because she wants to produce a show about "vibrant senior living." We discussed the logistics of such a show; I emphasized that it couldn't promote the Peabody Home, which she understands. She also understands that Franklin is not one of our municipal members and so the process for getting a show on the air is different. She moved forward and the first two 30-minute episodes were taped yesterday morning.
- We continue to download movies, TV shows, cartoons and more in the public domain.

- New shows produced/aired or airing since the end of November: Belknap County meetings, *Fitness Made 4 You*, 2020 Epiphany Concert, *Gilford Public Library Lectures*, Greater Lakes Region Children's Auction (live), Laconia Historical Society, Laconia Mayoral Inauguration (live), Light-Up Laconia Holiday Parade (live), *LRPA After Dark*, LRPA November Board Meeting, Lakes Region Singers Christmas Concert, National Gallery of Art, *New England Wolves Hockey Show*, NH Executive Council (3), *O! Melodious Show (4)*, *Today in Focus*, religious programs, meetings from Belmont, Gilford, Meredith and Northwood, and updated Inter-Lakes School Board meetings. I have yet to receive any Laconia School Board meetings, but Shane reports that the SAU plans to purchase a Vidiu Pro (what Northwood purchased) to assist with future meetings. I will keep you updated on that progress.

Public/Community/Station Relations:

- *LRPA After Dark* press releases continue to run in the Salmon Press papers and the *Laconia Daily Sun*.
- I have begun first year of service on the board of the Belknap Mill. I continue my service on the boards of the Greater Lakes Region Children's Auction and the Lakes Region Chamber of Commerce.
- I am also serving on the steering committee for the Laconia Talks! events in 2020.