

Station Manager's Report, submitted by Grace McNamara on Thursday, 2/18/21

Administrative:

- Under Old Business, I'd like to discuss LRPA's bylaws regarding board member term. ****Discussion requested****

Budget:

- On Mon., 2/8, I wrote a new Statement of Work Agreement to be mailed to Belknap County, based on the approved budget line of \$3,750/FY 2021. I emailed Debra Shackett to let her know that I was mailing it. She replied, asking if I could instead have Jeanne invoice the County \$937.50 for Q1 2021 to give her time to "figure out how to move forward." (\$937.50 is ¼ of the \$3,750.00 annual fee that was agreed to during the County budget process). When I asked her for clarification, she replied that the County might want to record their own meetings (rather than have me record them remotely) and pay an even further reduced rate for the remaining three quarters of 2021. She pointed out that they "aren't sure that they will be able to record and upload the meetings themselves" but that they'd like to try, and until they feel comfortable, would I please still remotely record the meetings and upload them to VOD? So that's where we stand with the County.
- LRPA's miscellaneous revenue for FY 2020-2021 stands at \$0.00.

Equipment/IT/Website/Studio:

- Gilford's meeting room video has been updated. Scott Dunn is hoping that the next Selectmen's meeting (2/24) will be live streamed.
- Shane has reached out to Atlantic Broadband to ask about moving our feeds from 345 Union Avenue to 65 Water Street and is waiting to hear back.

Personnel:

- I conducted Jordan's yearly review on Wed., 2/4. I informed him of his raise in pay rate and he was pleased. A letter acknowledging this new pay rate was placed in his personnel file.

Production and Programming:

- The NH Veterans Home was very pleased with the veteran's remembrance video produced by Jordan, LRPA and TEG. We were able to deliver the final version by their 1/28 deadline.
- Still looking for information regarding upcoming Town Meetings: are they virtual? Are they going out live? Does LRPA need to assist?
- I continue to download vintage content from the internet onto the server.
- New shows produced/aired or airing since late January: *Art to You*, Belknap County, *New England Wolves Hockey Show*, NH Executive Council meetings, religious programs, meetings from Belmont, Gilford, Laconia, Meredith and Northwood and updated Inter-Lakes, Laconia and Northwood School Board meetings.

Public/Community/Station Relations:

- News releases sent out weekly to both The Sun and to the Salmon Press weeklies
- I continue reaching out to local nonprofits with requests for submissions to our bulletin board.