

Station Manager's Report, submitted by Grace McNamara
LRPA Board Meeting 2/29/16

Administrative:

- On Mon., 1/25, I sent via certified mail the renewal of our NH corporate charter, including the certificate of revival along with the payment of \$75.00. **LRPA's charter was reinstated as of 1/26/16** (amendment to the report I sent you on 2/19).
- That same day, I also sent, via certified mail, the letter to the IRS appealing our revised penalty of \$800 (\$100 per late W-2 from 2012); however, on Fri. 2/12, we received the final determination letter from the IRS, stating that we must pay the \$800.00 penalty. I followed up on this via telephone on Fri., 2/12 and was told that this was the *final* determination for our case. I sent the \$800 check to the IRS, certified, on Thurs., 2/18.
- On Fri., 1/29, Laconia experienced a brief power outage at approximately 1:45 PM. The AC in the server room shut down; LHS maintenance put in a service call on Mon., 2/1 to bring it back online. We did not have to pay.
- The same weekend (Fri., 1/29 – Mon., 2/1 early AM) we lost all three channels (24, 25, 26) due to a problem at MetroCast. According to our internal contact engineer, the EGT HEMI – the encoder that digitizes our analogue signal – went down, and “the system that alerts (them) to the failure didn't notify (them).” Wolfeboro's signal was down at the same time. Our signal was back up by 9:00 AM on Mon., 2/1. However, Laconia's signal for Channel 26, which the city controls on its own, was down until Tues., 2/2. When I followed up on that issue, Nick Cantara, Laconia IT manager, told me that he didn't rush to have it serviced because “Who watches anyway?” I think that we should follow up on this notion. ** discussion required **
- Using our \$50.00 gift certificate, Gator Sign Shop created a front door sign with our logo and phone number! It is on a thin vinyl backing that will be attached to the door with industrial-strength tape. It can be removed from the door and moved to another surface at any time. It was recommended that we not put up the sign until the outdoor temperature rises.
- On Wed., 2/10, I sent an email to our municipalities to advise them of our new server content archiving policy. I gave them a deadline of Tues., 3/1 to get back to me with comments or concerns. I will be deleting the older governmental content tomorrow (March 1).
- On Mon. 2/15, the new lock to the station door broke (the pins inside the lock dropped). We couldn't unlock the door. LHS maintenance called the locksmith on Wed., 2/17 (Tues., 2/16 was a snow day) and the lock was fixed. This was never a security issue, as the door was locked, never open.

Budget/Fundraising:

- We received our \$1,500.00 check from the MVSB grant on Tues., 2/2
- As a reminder, we won't hear about the grant proposal submitted to Franklin Savings Bank until late March/early April. The proposed grant amount was for \$5,000.00.
- Later in this meeting, Shane and I will present the proposal for bringing Live Stream to area towns

Computer Equipment/IT/Studio Supplies:

- The repaired JVC camera came back from Access AV on Wed., 1/26. The final bill for repair was \$374.00 (\$353.00 for parts and labor and a \$21.00 delivery charge). LRPA paid the bill up front, and the Laconia Historical Society reimbursed us for the cost of the repair on Fri., 2/5.

Personnel:

- Asia Merrill, our student intern, began working with us in late January. On Mon., 2/1, Asia assisted Tim with a Belknap County Delegation shoot. She also taped the debut shoot of David Stamps's new program, working the switcher and assisting with lighting and studio set up. She's terrific and we love having her as part of our team!

Production and Programming:

- New *Here's to Your Health!* episode taped on Fri., 1/22 (including five guests, one a nonagenarian!)
- New *Humane Happenings* taped on location on Thurs., 1/28
- Belknap County Commission meeting taped on Wed., 2/3 and Wed., 2/17; Executive Council Meeting taped on Tues., 2/16; Delegation meetings taped on Mon., 2/1, Tues., 2/16; Mon., 2/22 and tonight (Mon., 2/29). We need to find our original County agreement, as they may have gone over their allotted budget this month. ** discussion required **
- A new show, *How Local Government Works*, started taping on Thurs., 2/4; producer David Stamps does all his own editing and it's great. The show has been airing since Wed., 2/17.
- Another new show, *Laconia Road Poet*, from long-time Laconia Motorcycle Rally fan and attendee K. Peddlar, taped on Wed., 2/17; bikes, classic cars, poetry, music.
- *Stand Up Laconia* taped its fifth episode on Wed., 2/17; airing now
- We continue to download movies, cartoons and other programs in the public domain
- New shows aired/airing in late January/February: Belknap County meetings, *Here's to Your Health!*, *How Local Government Works*, *Humane Happenings* and NHHS *Pet of the Week*, Laconia Historical Society, *LRPA After Dark*, NH Executive Council, *Stand Up Laconia*, updated meetings from Gilford, Laconia, Meredith (live meeting on 2/1) and Northwood, several religious programs
- *Here's To Your Health* producer Bill York is scheduled to tape a new program, *Bill York's World*, a current event talk show, starting on Thurs., 3/3.
- In the pipeline: A new show from Mitchell Comics (March) and a "mini" Ms. NH Senior America pageant (April). I kid you not.
- I have one production-related item to discuss in nonpublic session **discussion required**

Public/Community/Station Relations:

- LRPA After Dark press releases have been running regularly in the Salmon Press papers and quite often in the *Citizen* and the *Sun*