

**Station Manager's Report, submitted by Grace McNamara on Thursday, April 22, 2021**

## Administrative:

- On Thurs., 4/1, LRPA received its 2021 business insurance policy in the mail. The estimated premium is \$1,292, up \$10 from last year. As always, Holbrook Insurance allowed us to pay both our workers comp (\$823) and business policies together, for a total of \$2,115. I dropped the check off at their Gilford office on Mon., 4/5. The new policy takes effect on 4/27/21.
- On Thurs., 4/15, I received an email from the Governor's Office for Emergency Relief and Recovery (GOFERR) stating that it has completed its initial review of our Nonprofit Emergency Relief Fund (NERF) grant. According to the email, they have concluded that "... *your reported data indicates that you had sufficient losses and/or expenses due to COVID-19 to cover the full amount of the award.*" This is very good news, as it indicates that we do not have to pay back the award of \$4,184.25. The email reminded us that we could be randomly audited and that we must keep all paperwork for five (5) years from the date of the award (August 2020). I have a filed all correspondence, including award letters, grant proposal, emails, etc.
- The May 2021 board meeting is scheduled for Tuesday, November 25 (please note that this is not the day after Memorial Day; that falls this year on May 31). I propose that this be the date of LRPA's Annual Meeting. The meeting can be run remotely via Zoom. I think that this year, rather than focusing on our achievements, we might instead talk about LRPA's future (including a discussion on our mid- to long-range fiscal outlook and viability, the renegotiation of the franchise agreement and how that may affect LRPA, our loan payoff [\$8,187.49 as of 3/17], etc.) but I certainly am open to all ideas. Does May 25 at 1:00PM work for everyone for our annual meeting? Would people prefer a different time ***\*Discussion and vote required\****
- If we have time, under Old Business I'd like to discuss LRPA's bylaws regarding board member terms. If not, we can move it out to another meeting ***\*Discussion requested\****

## Budget:

- We need to invoice the County \$500 for our Q2 services.
- The board needs to vote on the FY 2021-'22 per subscriber rate. I have listed below the subscriber numbers for each member municipality. During the past year we have lost 802 basic cable subscribers across all five municipalities:

MUNICIPALITY	2021 SUBSCRIBERS @ \$6.75	2021 SUBSCRIBERS @ \$7.00
Belmont: 1,375	\$ 9,281.25	\$ 9,625.00
Gilford: 2,357	\$15,909.75	\$16,499.00
Laconia: 4,252	\$28,701.00	\$29,764.00
Meredith: 2,072	\$13,986.00	\$14,504.00
Northwood: 815	\$ 5,501.25	\$ 5,705.00
<b>Total Subscribers: 10,871</b>	<b>\$73,379.25</b>	<b>\$76,097.00</b>

- LRPA's miscellaneous revenue stands at \$0.00 for the 2020-2021 fiscal year.

## Equipment/IT/Website/Studio:

- on Wed., 4/15, after much back-and-forth with Atlantic Broadband, I finally received an estimate on the construction costs associated with moving LRPA from 345 Union Avenue to 65 Water Street in Laconia. According to that email, the construction costs would be approximately \$5,638.00. At this time, I don't see that we can move forward with that cost.

**Personnel:**

- Nothing to report

**Production and Programming:**

- Dave Warrender, the principal of the Huot Tech, requested that LRPA live stream two upcoming end-of-year events. Both events will be held indoors at the LHS auditorium (I have already met with Dave to discuss safety protocols that will be put into place). The first is the induction ceremony for the Huot chapter of the National Technical Honor Society, on Thurs., 5/6. The second is the recognition and celebration of Huots's graduating seniors, on Wed., 5/26. The second event is more complicated, as there are more than 130 seniors, so to keep attendance low, the ceremony must be broken into four separate events that start around 4:0 PM and go through 9 PM. LRPA has never worked with the Huot in this way before, so I see this as a positive occurrence, as these are events that touch all our local school systems.
- LHS has reached out to LRPA to once again live stream its graduation ceremony on Fri., 6/11 (rain date Sat., 6/12). This is an enormous and somewhat complex live event that lasts about 6 hours or more. Once again, we will partner with TEG to produce this event.
- Beginning with the Belknap County Commission meeting of 4/1, County administration is handling all the recording and uploading of meetings to LRPA's Dropbox account. On average, I am receiving meetings a full 48-72 hours after the completion of the meeting. Please note that this is later than we ever uploaded meetings onto VOD.
- I continue to download vintage content from the internet onto the server.
- New shows produced/aired or airing since late March: *Art to You*, Belknap County, NH Executive Council meetings, religious programs, *Today in Focus*, meetings from Belmont, Gilford, Laconia, Meredith and Northwood and updated Inter-Lakes, Laconia and Northwood School Board meetings.

**Public/Community/Station Relations:**

- I am presenting to the Gilford Board of Selectmen on Wednesday, May 12.
- 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.