

Station Manager's Report, submitted by Grace McNamara on Friday, 6/26/20

Administrative:

- LRPA began its summer hours (closed on Fridays) the week of June 22. The office remains quiet.
- I recommend that at the July BOD meeting (**tentatively scheduled for Tues., 7/28**), the board set and vote on the BOD meeting dates for FY 2020 – '21.

Budget/Fundraising:

- LRPA, as a NH 501(c)(3), is eligible for the CARES Nonprofit Emergency Recovery and Relief Fund. On Tues., 6/23, I submitted the station's completed grant proposal for approximately \$5,580. That request includes COVID-19-related expenses that we incurred between March 1 and June 30 as well as COVID-19-related expenses, including items that we need to properly serve our publics, that we anticipate spending between June 30 and December 30 of this year. I included an estimate for a laptop-based field switcher and recorder that would enable us to produce events remotely (e.g., via Zoom), in the field (e.g., the LHS Graduation), or even in the studio. We should hear about the application in late July. Thanks to both Jeanne and Trish for their help on this grant.
- I anticipate receiving Laconia's 2020 - '21 membership dues sometime after the beginning of the new fiscal year (7/1/20). Jeanne has reached out to the Town of Northwood to discern where they are in terms of paying their 2020 - '21 membership dues.
- At the end of the 2019-'20 fiscal year, LRPA's miscellaneous revenue for stands at \$1,090.00.

Equipment/IT/Website/Studio:

- The Castus server is live and running. The transition to programming on the new system has been smooth for me 😊. The next step of the process is to upgrade the LRPA website so that streaming and VOD can easily be found and viewed, and Shane and I are working on that. I also signed a two-year contract with Atlantic Broadband to upgrade our internet service to their "Pro Edge" bundle: 500mbps (download speed) x 40mbps (upload speed). As of Fri., 6/26, our upload speed has greatly improved, but our download speed is way too slow. I have requested an ABB technician visit the studio ASAP to check on the issue.
- As we move into the new FY, Shane will purchase some budgeted, small (but necessary!) items for the station including SD cards and gaffers tape. You can never have enough gaffers tape!

Personnel:

- Jordan has begun the process of coming back into the station on a more regular basis. Both he and I wear masks and are always more than six (6) feet apart. When producer come in, they are requested to wear a face covering. So far this has worked.

Production and Programming:

- LRPA, working with TEG productions, streamed a live, four-camera production of the LHS graduation ceremony on Fri. 6/12. It was a large and complicated event, involving many people and plans that changed right up to the day of the ceremony. It went very smoothly. There were hundreds of viewers watching in real time over Live Stream, YouTube and two Facebook accounts (ours and the SAU's), as well as on channel 25 (and the channel 25 streaming account). After, nearly 650 people watched it on VOD, and I have played it dozens of times on both channels 24 and 25. We learned a lot about streaming such a large, outdoor event. I am grateful for the assistance of the SAU's IT department, including Jennifer, Michelle, David and Mike, as

well as LHS administrators Mike Frederickson, Dave Bartlett and Craig Kozens. As always, many thanks to Marc McNamara and to the TEG staff, and to Shane, without whom it would not have been possible.

- Since the Board last met on 5/26, we have taped 1 new Belknap County Commission meeting.
- LRPA, in partnership with TEG Productions, continues to produce the live Laconia Talks! events. Working with the Celebrate Laconia board, we are exploring ways to bring a larger audience to these virtual events – and the possibility of producing a “hybrid” in-person/remote event later this summer.
- I still have not downloaded any “new” public domain content into the Castus server.
- New shows produced/aired or airing since late May: *Art to You*, Belknap County, LHS graduation, *Laconia Talks!*, religious programs, meetings from Belmont, Gilford, Meredith and Northwood and updated Inter-Lakes and Northwood School Board meetings.

Public/Community/Station Relations:

- I feel very strongly that our increased live event work has greatly improved the station's image throughout the Lakes Region and am so proud to offer this work to our member municipalities. It represents the very best of what we do.