

Station Manager's Report, submitted by Grace McNamara on Monday, 7/22/19

Administrative:

- We received a rebate of \$ 631.00 on our Worker's Comp policy audit.
- We received our FY 2018-'19 NH Annual Report Certificate in the mail on Mon., 7/22. I sent an email to LRPA's CPA Ken Vomacka (cc'd to Jeanne) on the same day to get the process started. The state's deadline for filing is November 15.
- I still haven't heard from Christine Blouin at the Laconia SAU regarding LRPA's three-year lease agreement. I sent a second email on Wed., 7/10 and cc'd Bob Hamel.
- During New Business, Trish would like to discuss moving the monthly Board meetings to a different day and/or time.
- LRPA's 2019-'20 Board meeting schedule (unless noted otherwise, Wednesdays at 3:00 p.m. at the Station): **no Aug. meeting, Sept. 25, Oct. 30, Nov. 20 (one week earlier than usual), no Dec. meeting, Jan. 29, Feb. 26, March 25 (Annual Meeting, 5 p.m.), April 29, May 27, June 24.**

Budget/Fundraising:

- Shane and I went to Northwood on Tues., 7/9 to meet with Town Administrator Heather Thibodeau. It was a very positive, informative meeting. Shane got a chance to see Northwood's equipment setup and was able to talk with her staff regarding their needs for recording and distributing videos to LRPA. He emailed Heather a quote for a Teredek recorder and the annual fee for the Live Stream service (Northwood preferred to work directly with Shane on this upgrade project). As of Mon., 7/22, I have not heard anything regarding Northwood's decision.
- During our meeting with Heather, she asked if LRPA had been paid for Northwood's municipal dues, which we had not. I emailed Heather the municipal agreement package and we were paid \$ 5,785.00 in dues on Thurs., 7/18. We are waiting to be paid from the City of Laconia for its 2019-'20 dues.
- I have yet to hear about the grant proposal to the Bank of NH Corporate Giving Committee.

Equipment/IT/Website/Studio:

- The cable box in the server room failed during the week of July 1. Atlantic Broadband came and replaced the box on Mon., 7/8.
- There were audio problems at last year's Auction and Shane suspected that they were connected to the Atlantic Broadband-supplied transmitter that we used on site. The Auction Board asked Shane to work with ABB to test the transmitter. As a result, the transmitter seems to work acceptably well, but might work better with an amp attached at our end. Shane and Jon Jurta, ABB's engineer, are still working on that idea. As part of the test, Shane and Jon questioned whether there is a fault in LRPA's ground wiring (based on loud audio creating a "roll bar" on our video output; also, when Shane checked with an amp meter, the readings were inconsistent). I asked LHS's maintenance to have an electrician test it. I was informed on Mon., 7/22 that Drake Electric tested for a ground fault and found none. The studio is not on a main panel, but on subpanels. The maintenance person admitted that there "could be faults in some part of the subpanels somewhere in the building." We are going to try trouble shooting in other places and I will keep you posted.
- Shane will be installing the new editing computer shortly after LHS maintenance comes in to wash and wax our office and studio floors (scheduled for Thurs. & Fri., 7/25-26)

Personnel:

- As was discussed at our June meeting and with the encouragement of the Board, Jordan received a \$.50/hour raise with the Fri., 7/26 check run.

Production and Programming:

- Shane and I met with Bryan Christiansen, Comcast's Senior Manager of Government & Regulatory Affairs for the Greater Boston Region, and Scott Haggerty, Engineer for the Greater Boston Region, on Thurs., 6/27. It was a very good meeting. Bryan and Scott got a chance to understand how we work with our municipalities, look at the equipment in our server room, and ask and answer various questions. Bryan is meeting with both Gilford and Laconia this week.
- Since the Board met on 6/26/19, we have taped 1 new Belknap County Commission meeting. As of July 24 we will have taped 27 Belknap County meetings.
- I am waiting to hear from the Laconia SAU regarding live streaming their school board meetings. I did run into Steve Tucker, Laconia's new superintendent, in late June and we briefly discussed the issue.
- We taped Laconia's Independence Day parade (Thurs., 7/4) and Belmont's 150th celebration event (Fri., 7/5). In August we will tape Belmont's Old Home Day (Sat., 8/10) and Gilford's Old Home Day (Sat., Aug. 24).
- New shows produced/aired or airing since the end of May: Belknap County meetings (1), *Groove Tube*, Laconia Historical Society, *LRPA After Dark*, Meredith Historical Society lecture, NH Executive Council (2), *O! Melodious Show* (1), religious programs, meetings from Belmont, Gilford, Meredith and Northwood, and updated School Board meetings Inter-Lakes. We have not received an updated Laconia School Board since March 19.

Public/Community/Station Relations:

- John Davidson's new show *What's Next* will be premiering on LRPA TV soon. He and I have been working with *The Laconia Sun* on a story promoting the show.
- Roger Carroll of the *Sun* spoke to me about the possibility of having a Sun show in the station. He and I hope to meet in the coming weeks to discuss this idea further.
- Jordan has been posting to LRPA's Facebook page.
- *LRPA After Dark* press releases continue to be submitted to the *Laconia Daily Sun* and the following weeklies: Salmon Press papers and the *Suncook Valley Sun*.