

Board Minutes  
Lakes Region Public Access Television  
Friday, September 23, 2016, 2:00 p.m.  
Town Hall Meeting Room A, Gilford, NH

Present: Chairman Dale Channing Eddy (*representing Gilford*); Treasurer Jeanne Beaudin (*representing Belmont*); Ken Curley (*representing Northwood*); Trish Stafford\* (*representing Meredith*); Station Manager Grace McNamara

*\*Trish Stafford arrived approximately three minutes after the start of the meeting*

Guests/Members of the public present: Shane Selling, LRPA IT Consultant; Joe Jesseman

Absent: Secretary Nancy LeRoy (*Member-at-Large*); Bob Hamel (*representing Laconia*)

D. Eddy called the meeting to order at 2:04 p.m. and proceeded with roll call. He noted that there was no quorum, so approval of the July 2016 LRPA Board minutes would be tabled until a quorum was reached. (*Note: There was no LRPA Board meeting held in August 2016.*)

Financial Report:

J. Beaudin presented the financial report. As of August 31, 2016, LRPA's bank balance was reconciled at \$76,562.92. Expenses incurred since 8/31/16 brought the balance to approximately \$71,000.00. LRPA's year-to-date expenditures are \$18,500.83. Beaudin noted that LRPA has received all 2016-17 membership dues from its municipalities. The Q4 invoice of \$1,250.00 (for videotaping services) will be sent to Belknap County the week of 9/26/16. LRPA continues to collect miscellaneous revenue from the sale of DVD copies of LRPA programming. Beaudin noted that LRPA expenses remain low.

[At approximately 2:07 p.m., Board member Trish Stafford arrived.]

With the arrival of T. Stafford, a quorum was reached. Eddy called for a motion to approve the minutes of the July 15, 2016 LRPA Board meeting. Beaudin made the motion, seconded by K. Curley. With no further additions or corrections, the motion was approved, with Curley abstaining.

Eddy called for a motion to approve the financial report. Curley made the motion, seconded by Stafford. The financial report was unanimously approved.

Station Manager Report:

(*Note: The detailed Station Manager's Report can be read online at LRPA's website: [www.lrpa.org](http://www.lrpa.org), or by visiting the station at 345 Union Avenue, Laconia, NH*)

G. McNamara presented the Station Manager's report. Highlights of the report:

- The Children's Auction is scheduled for Tues., 12/4 through Sat., 12/10. LRPA will once again provide all television production and broadcast the event. The Auction has been

relocated to Pheasant Ridge County Club in Gilford, NH. In July, McNamara accepted an invitation to join the board of directors of the Children's Auction.

- LRPA's Annual Report and filing fee of \$75.00 is due by Nov. 15. Beaudin and McNamara are working with Ken Vomacka, LRPA's CPA, to get all materials submitted accordingly.
- The public continues to visit and explore LRPA's updated website ([www.lrpa.org](http://www.lrpa.org)). Since being listed as a Google Business, the website has received more than 1,860 hits.
- McNamara will re-submit a grant proposal by the 10/1/16 deadline to the Bank of New Hampshire, requesting funding for three (3) field camera production kits.
- Live Stream, LRPA's internet streaming service provider, has been experiencing intermittent breaks in service for the past month. Shane Selling (SOS Tech), LRPA's technical consultant, continues to communicate with LS on this ongoing issue.
- S. Selling has completed repairs and upgrades to Meredith's equipment, located at the Meredith Community Center.
- McNamara requested that the Board consider raising the annual fee to Belknap County for LRPA's taping and production services. (*Discussion later in meeting*)
- McNamara requested that the Board approve an expenditure of approximately \$600.00 to purchase a dual channel wireless microphone set. (*Decision later in meeting*)
- The studio/production team has been busy since July, particularly in the taping of several community-oriented events. These include Belmont and Gilford Old Home Days, events for the Belknap Mill, the Multicultural Day Parade of Flags, etc.

Eddy called for a motion to accept the Station Manager's report. Curley made the motion, seconded by Beaudin. The Station Manager's report was unanimously approved.

#### Old Business:

There was continued discussion for the need of 2-3 additional at-large members to be appointed to the LRPA BOD. Candidates might include individuals with experience in law, banking and/or finance. Further discussion was tabled until the full LRPA BOD is in attendance.

There was continued discussion regarding the idea of LRPA charging organizations and/or individuals for videotaping and production work. Current LRPA policies do not allow for this purpose. If LRPA policies were amended, the station might be able to add this revenue to its existing budget. Prior to the October 2016 LRPA BOD meeting, McNamara will 1). research other public access stations (and nonprofit organizations) who do production work for a fee as a model for what LRPA might do and 2). find and mark all parts of the current LRPA policy manual that would be affected by this change.

McNamara reported that LRPA can get a mailing list of Lakes Region Chamber of Commerce members to use for fundraising appeals. Prior to the October 2016 LRPA BOD meeting, McNamara will pursue obtaining this list.

McNamara inquired about visiting area towns served by MetroCast that are not part of LRPA's municipal membership to discuss the possibility of rejoining. McNamara will contact administrators from these towns to try and open a dialogue and schedule times to meet.

#### New Business:

Eddy opened up the discussion, requested by McNamara earlier in the meeting, regarding increasing the annual fee to Belknap County for videotaping the meetings. The current fee is \$5,000.00 for up to 50 meetings per year. McNamara pointed out that the issue is not the quantity of the meetings, but often their length. The recommendation from the LRPA BOD was for McNamara to contact the County and discuss the rising costs associated with taping the meetings. McNamara will contact the County prior to the October LRPA BOD meeting.

Eddy opened up the discussion, requested by McNamara earlier in the meeting, regarding LRPA BOD approval of the expenditure of \$600.00 to purchase a dual-channel wireless microphone kit. Selling explained the advantages wireless mics: multiple configurations, battery operated, ability to be camera-mounted, etc. Eddy called for a motion to approve the expenditure of no more than \$600.00 to purchase a dual-channel wireless microphone system for LRPA. Curley made the motion, seconded by Beaudin. The request was unanimously approved.

LRPA will cover the upcoming Laconia Pumpkin Festival, including the afternoon parade and the evening's events (lighting of the pumpkins and the final count). The station presented the Chamber of Commerce with a proposal to live stream a portion of the event over the internet and is waiting to hear if this proposal has been accepted.

#### Public Comments:

Joe Jesseman complimented LRPA on its good work in the past 18 months.

#### Non-Public Session:

Eddy called for a motion to enter into non-public session. Curley made the motion, seconded by Beaudin. The request to enter into non-public session was unanimously approved. The public was dismissed. The Board entered into non-public session at 3:03 p.m.

Eddy called for a motion to come out of non-public session. Curley made the motion, seconded by Beaudin. The request to come out of non-public session was unanimously approved. The Board came out of non-public session at 3:38 p.m.

Eddy announced that the next LRPA Board meeting will be held at 2:00 p.m. on Friday, October 21, 2016, at LRPA (345 Union Avenue, Laconia, NH). The public is encouraged to attend.

Eddy called for a motion to adjourn the meeting. Curley made the motion, seconded by Beaudin. The request to come adjourn was unanimously approved and the September 23, 2016 LRPA Board meeting was adjourned.

Respectfully submitted by Grace McNamara (for Secretary Nancy LeRoy) GBM 9/25/16