

## Station Manager's Report, submitted by Grace McNamara on Tues., 9/26/17

### Administrative:

- LRPA has been fielding questions from producers and our viewing public regarding the sale of MetroCast to Atlantic Broadband. On Tues., 8/22, I was referred to Stacie Paradis, MetroCast Regional Marketing Manager, and I emailed her with questions regarding what we might expect from the sale. On Thurs., 9/7, I received the following emailed response:

*Thanks for your email regarding the Cogeco/Atlantic Broadband acquisition of the MetroCast systems. Cogeco Communications and Atlantic Broadband are great companies and strong operators with a long history of providing telecommunications services. They, like MetroCast, are known for their support of, and commitment to, the communities they serve. We are pleased that MetroCast's systems will be in such good and capable hands. While the announcement of the acquisition was made last month, the closing of the transaction is not expected to occur until early January 2018. In the meantime, MetroCast will continue to operate its cable systems, and we will work to ensure that the transition is as seamless as possible. Once the sale is complete, Atlantic Broadband will be available to provide insights into its plans for the system.*

- On Mon., 8/28, we received our annual update from NH Employment Security regarding our tax rate determination. While we are still under a negative tax ratio (due to unemployment benefits paid out in 2015 that far exceeded the taxes that LRPA had previously paid in), we have moved from a tax rate of 4.2% down to 4.1%. Before the benefit pay out, we were being taxed at a rate of 0.01%. As of July 2017, LRPA still owes the State \$4,378.01. Because our annual taxable wages are so low, we have a long way to go before we can repay our benefit debt to NH (for reference, in 2016 we paid \$478.83 in unemployment taxes). The very helpful gentleman I spoke with at NHES advised us to "... stay the course; at least your rate went down." ☺
- Summer office hours (M-TH, 9-2, Fridays closed) ended on Fri., 9/1.
- The office was closed on Mon., 9/3 for Labor Day & will close on Mon., 10/9 for Columbus Day.
- We renewed our 2017-'18 cablecast media insurance policy (\$2,235) on Wed., 7/26. I sent a copy of this policy to the Laconia SAU Office on Thurs., 7/27 via inter-office mail.
- Our FY 2016-'17 NH Annual Report and the \$75.00 annual filing fee were mailed (certified, return receipt requested) on Tues., 8/22; we received the return receipt on Mon., 8/28.
- On Fri., 9/8, Paychex sent LRPA a copy of the updated NH Labor Law poster, which I put up on the same day (replacing the outdated poster).
- On Fri., 9/15, I put in maintenance requests for :
  - Work to be done on the bottom of our outside door (gaps at the bottom cause snow to blow in during the winter (not to mention bugs the rest of the year); new kick plate installed on the outside door on Mon., 9/18 – so exciting! No more yuck!
  - Garbage/recycling pick up (over the summer it was picked up every day, but it seems to have fallen through the cracks since then); trash removed sometime before Mon., 9/18, but since then trash pickup has been sporadic.
- The 2017 Greater Lakes Region Children's Auction will be held from Tues., 12/5 – Sat., 12/9 at the Belknap Mall in Belmont. We will find out early next week exactly what space we will occupy at the Mall, but Shane and I agree that wherever we end up will work fine. On Mon., 9/25, I sent an email to Ray Sleeper of Huot's Digital Media Arts program and cc'd Huot Principal David Warrender to officially invite the students to participate.

- Remaining Board meeting dates for 2017-'18 include 11/29, 1/31, 3/28 (Annual Meeting, 5:00 p.m., place TBD) and 5/30. Meetings are on Wednesdays at 8:30 a.m. at the station.

#### Budget/Fundraising:

- Per our discussion at the July Board meeting, I drafted a copy of a letter that will be sent to towns served by MetroCast but are not currently members of LRPA. Upon further examination of these towns, many (for various reasons) may not be viable candidates for LRPA's services.  
**\* Discussion required \***
- On Tues., 8/1, we received a rebate check for \$644.00 from the Main Street America Group due to a routine audit of our worker's comp policy. I deposited the check at BONH on Wed., 8/2. On Mon., 8/21 we received an additional \$145.00 rebate, which Jeanne deposited.
- On Tues., 8/22, I spoke with Alan Johnson at MetroCast to follow up on any potential rebate that LRPA might receive regarding our reduced upload speeds over the past two years. On Tues., 8/29, he emailed me to state that he was working on the issue. I followed up with another email on Fri., 9/15. On Fri., 9/22 I called him and left a VM message. As of Mon., 9/25, I have not heard anything from him or MetroCast regarding a rebate.
- We have received \$30 from the sale of DVD copies thus far this 2017-'18 fiscal year.
- I have finalized a draft copy of the 2018 Service Agreement for Belknap County as well as a cover letter to go with the Agreement. This must be mailed in October, so it needs action at the September BOD meeting. **\* Discussion required \***
- On Mon., 9/25, Jeanne sent out the Q4 invoice (\$1,462.50) to Belknap County.

#### Equipment/IT/Website/Studio:

- During the week of August 14, our editing computer's monitor failed. Shane replaced it on Thurs., 8/17 with a 27" full HD LED monitor at a cost of \$179.00.
- We also had to replace the optical drive on our Macbook Pro at a cost of \$10.00 (per). Shane purchased three (as spares), replacing the drive on Tues., 9/19.

#### Personnel:

- I was out of the office on Wed., 8/30-Thurs., 8/31.
- LRPA volunteer Forrest Seavey covered both the 125<sup>th</sup> anniversary of the Laconia Passenger Station (Sat., 8/19) as well as a tour of the improvements made to the Waukegan Street Bath House in Meredith (Wed., 8/23). He is a fantastic addition to LRPA!
- Carly DeNauw covered both the Belmont and Gilford Old Home Days (Sat., 8/12 and Sat., 8/26 respectively). WE LOVE HER.
- Tim Cox shot the Laconia Multicultural Festival Parade of Flags and Opening Ceremony on Sat., 9/9. He and I continue to hold down the LRPA fort!

#### Production and Programming:

- Belknap County meetings taped since the July 26 LRPA Board Meeting include:
  - Thurs., 8/3 Commission meeting (1:27:09)
  - Tues., 8/8 Delegation meeting (1:29:30)
  - Thurs., 8/17 Commission meeting (1:54:09)
  - Thurs., 9/7 Commission meeting (43:30)
  - Wed., 9/20 Commission meeting (1:29:29)

October meeting dates have yet to be announced; likely Commission meetings on 10/5 & 10/19 plus an Ex. Comm. meeting that has been called for Wed., 10/11. So far this year we have taped 35 (out of an allotted 50) County meetings, **69+ hours of content**:

- 20 Commission Meetings (out of an allotted 26 per our Letter of Agreement)
- 12 Delegation Meetings (out of an allotted 10)
- 3 Executive Committee Meetings (out of an allotted 10)
- We continue to download movies, TV shows, cartoons and more in the public domain.
- New shows produced/ airing in Aug.- Sept.: Belknap County meetings, Belmont Old Home Day, Bob & Kaye's Motorcycle Touring (2!!) *The Cartoon Vault*, Gilford Old Home Day, *Gilford Public Library Lectures (3)*, *The Groove Tube*, Humane Happenings plus NHHS Pet of the Week PSAs, Laconia Historical Society (1 new), Laconia Multicultural Festival Opening Ceremonies, Lake Waukegan Stormwater Treatment Practices Tour, 125<sup>th</sup> Anniversary of the Laconia Passenger Station, *LRPA After Dark*, LRPA July Board meeting, *M Power Hour*, NH Executive Council (2), POW/MIA Freedom Ride, religious programs, updated meetings from Belmont, Gilford, Meredith ( 4 live meetings) and Northwood and updated School Board meetings from Laconia and Meredith.

#### Public/Community/Station Relations:

- *LRPA After Dark* press releases continue to run in the following weeklies: Salmon Press papers, the *Suncook Valley Sun* and I to the *Laconia Sun*.
- I will be making my bi-annual update to the Gilford Board of Selectmen on Wed., 10/25.