

**Windham Cable Advisory Board
Minutes
September 22, 2010**

Chairperson Margaret Case called the meeting to order at 3:00 p.m.

Members present: Margaret Case, Chair; Leo H Hart, Vice Chair; Alan Shoemaker, Secretary; Mary Griffin, Barbara Coish, Nicole Merrill, Donna Mauro (Alt.), Selectman Breton (Alt.) arrived at 4:30pm
Studio Coordinator: Anastacia Barr.

Excused: Roger Hohenberger

Leo Hart moved to go into non-public session for the purpose of interviewing Cable Coordinator candidates. Approved unanimously. The Board came out of non-public at 4:30pm

Minutes:

Leo Hart moved to approve the minutes of the 8-26-2010 meeting. Seconded by Mary Griffin. Approved unanimously.

Correspondence:

Fire Prevention Week will begin on 10-09-2010. The Windham Fire Department will have an Open House from noon until 4:00 p.m.

Av Access will be hosting a Tec Expo in Nashua on September 29th.

NHCCM will be setting up an Independent File Sharing Server that we as members can use.

Financial:

There was no report since the month of September has not ended.

Policy:

Margaret Case asked Board members to consider what they would like to see in a policy on Video on Demand, including the length of time that meetings should be kept on the web site. This will be discussed at the November meeting.

The Windham Cable Advisory Board Rules of Procedure that were updated in March of 2010 call for review yearly in the month of September. The Board agreed that no changes are needed at this time.

Studio Coordinator's Report:

See attached.

Election of Officers:

A motion was made by Mary Griffin and seconded by Leo Hart for Margaret Case to continue as Chairperson. The vote in favor was unanimous.

A motion was made by Alan Shoemaker and seconded by Mary Griffin for Leo Hart to continue as Vice Chairperson. The vote in favor was unanimous.

A motion was made by Barbara Coish and seconded by Leo Hart for Alan Shoemaker to continue as Secretary. The vote in favor was unanimous.

Other business:

Margaret Case recommended we stay with the same schedule (2nd Thursday of September, November, January, March, and May) at 7p.m. in the Studio. All concurred.

Margaret Case Informed the Board that all purchases approved at the August meeting have been ordered and most have been received and installed.

The Control Room has been updated and is now state-of-the-art. The Board stated they wish to thank Tom Case and Anastacia for a job well done. It is truly appreciated.

The Control Room was painted and floors redone by Michael Tanguay of Best Choice Painting, who donated his time and supplies. The Board appreciates the great job he did.

Finally, the Board wishes to express its profound regret at Anastacia's departure, its total appreciation for the superb job she has done as Cable Coordinator, and its sincerest best wishes as she moves on to her new position.

There being no further business, a motion to adjourn was made by Leo Hart and seconded by Nicole Merrill. Approved unanimously. Meeting adjourned at 5:30 p.m.

Respectfully Submitted,

Alan Shoemaker
Secretary

(Note: Following the meeting the Board took Anastacia out to dinner.)

**Coordinator's Report
September 22, 2010**

Shoots

We had several shoots in the studio over the summer. Windham Watch hosted by Mary Griffin brought it most of the local candidates running for office.

We hosted:

Kelly Ayotte

Jeanne Shaheen

Bill Binnie

Jim Bender

John Stephen

Gov. John Lynch

Karen Testerman

Ann Kuster

Katrina Swett

Charlie Bass

Ovide LaMontagne

Jennifer Horn

6 Sheriffs

State Representative Candidates

Each show was taped at 15 to 30 mins long and was broadcast on Channel 21 as well as loaded online.

We also taped two episodes of Time for Animals and covered all Govt. Meetings LIVE or Taped depending on location of the event.

Upcoming Shoots

**Harvest Fest
Santa Visits Windham
Senior Christmas Party**

Equipment

The control room has been completely updated with new paint, the floor cleaned and waxed and the bookshelf refinished. New desks were purchased and Anastacia and Tom rewired the control room. It is much more organized, and there is a place for each piece of equipment, giving the director much more space to operate. There is a 37 in flat screen on the wall for better viewing of productions as well. The entire studio space has also been reorganized, allowing for more room to work.

Margaret has volunteered to take past town events and meetings on VHS tape and copy them over to DVD. She has done a tremendous job and has worked very hard to get every tape copied and organized. Big thanks to Margaret for her help!

Other

This is my last report as the Studio Coordinator for WCTV. It has been a great pleasure to work for you and I while I look forward to my new venture, I will miss working with such a wonderful group. Thank you for your insight and dedication to the WCAB.

**Respectfully Submitted,
Anastacia Barr**