

**Windham Cable Advisory Board
Minutes
March 8, 2012**

Chairperson Margaret Case called the meeting to order at 7:08 p.m.

Members present: Margaret Case, Chair; Leo Hart, Vice Chair; Alan Shoemaker, Secretary; Barbara Coish; Bob Coole (sitting for Mary Griffin); Roger Hohenberger; and WCTV Coordinator Kelly McLaughlin.

Excused: Kathleen DiFruscia, Mary Griffin, Donna Mauro and Nicole Merrill.

Minutes of the September 8, 2011 meeting were read; motion to approve made by Bob Coole, seconded by Barbara Coish. Approved unanimously.

Correspondence:

- Received Comcast letter dated Nov 14 explaining price restructure.
- Received Jan 20 and Feb 27 letters from Comcast explaining annual changes.
- Received 26 October letter from Comcast with franchise fee of \$54,255.
- Received 2 February letter from Comcast with franchise fee of \$53,647.
- Margaret Case discussed several subscriber telephone inquiries that were received and handled.

Financials:

- The January 2012 and February 2012 financial reports were reviewed and discussed. No abnormalities were found.
- Margaret Case and Leo Hart appeared before the Selectman's budget hearing to defend the Windham Cable budget.

Coordinator's Report:

- The WCTV Coordinator's report is attached to these minutes.

Adjournment: There being no further business, a motion to adjourn was made by Bob Coole and seconded by Leo Hart. Approved. Meeting adjourned at 8:09 p.m.

Respectfully Submitted,

Alan Shoemaker
Secretary

WCTV
Windham Community Television

WCTV Coordinator's Report
January 12, 2012 – March 8, 2012

Channel 20: Government

All meetings were taped. Meetings held in the Community Development Room were broadcast LIVE. All government meetings are also available to view online at <http://wctv.pegcentral.com>. Special Town and School Board meetings held in the Windham High School Auditorium were also recorded and are available to view online. Thank you to our dedicated volunteers who recorded the meetings.

Channel 21: Public Access and Local Programming:

WCTV Programs:

Anna Marie's Euro Kitchen
Hypnosis for Better Living
Time for Animals
The Law & You
Wildlife Encounters
Windham School District Today
Windham Update
Windham Watch
Yoga with Amy

WCTV Special Coverage:

School District Deliberative Session 2/10/12 at Windham High School
Town Deliberative Session 2/11/12 at Windham High School
NH Watershed Quality Protection Act Public Workshop
Windham Woman's Club "Annual Candidates Night"
Windham Watch "Candidates Special"
Windham School District Today "Warrant Article Special"

Bicycled Programs:

Ablevision (Provided by Ablevision, Nashua, NH)
Around Town with Larry (Provided by Salem Community TV)
Business Connections (Provided by Salem Community TV)
Capitol Access (Provided by Concord Community TV)
Chamber Today (Provided by Salem Community TV)
Granite State Church (Provided by Granite State Church, Salem, NH)
Granite State Outdoors (Provided by Concord Community TV)
Lil' Iguana (Provided by NHCCM)
NH Executive Session (Provided by NH Executive Council)

Channel 30: Community Bulletin Board

The WCTV community bulletin board provides a weekly program schedule and community announcements. If you would like an announcement posted, email cable@windhamnewhampshire.com

Training/Outreach:

- Access Producer Samantha Mahoney is now producing "Windham Update," a monthly news wrap-up. This show is among the first to begin utilizing new studio equipment such as the green screen and teleprompter. The premier episode ran in February and we are looking forward to expand on this program.
- The Windham Business Expo took place at Windham High School on February 16, 2012. This was a great opportunity to interact with Windham residents, businesses, and non-profits to discuss new programs and/or public service announcements in partnership with WCTV.
- WCTV is continuing to offer free training to residents of Windham interested in producing their own TV show or volunteer on other productions. WCTV offers internships to high school and college students interested in learning hands on skills involved with television production. WCTV will welcome Sarah Cotton, a Windham resident, WCTV volunteer and current college student at UNH, for a 2012 summer internship. WCTV has also been continuing to work with WHS students to provide an opportunity to volunteer.
- Many of WCTV programs are being shared with other NH public access TV stations via the New Hampshire Coalition for Community Media (NHCCM). Programs can be selected for download at the discretion of other NHCCM member stations. Our most popular shows are being aired in 5-10 other local stations per month.
- A special thank you to our dedicated volunteers who have helped in providing coverage of government meetings and WCTV productions, as well as technical support and weekly bulletin board updates.

Equipment:

- WCTV's service agreements with PEG Central and Total Info were renewed. PEG Central provides WCTV's "Videos on Demand" service. Total Info provides daily news, weather, and trivia to WCTV Channel 21 between regularly schedule programs. Each of these services has been well received by the public and staff and we look forward to utilizing them again this year.
- We are continuing to look at the proficiency of the WCTV studio video and editing equipment. Suggested areas for possible purchases and improvements include an additional edit suite, lighting, studio set items, and cameras for town hall.

Kelly McLaughlin, WCTV Coordinator

603-434-0300

www.WCTV21.com

kmclaughlin@windhamnewhampshire.com

cable@windhamnewhampshire.com