

Windham Cable Board Minutes

June 22, 2016

Chairperson Margaret Case called the meeting to order at 7:10pm

Members present: Margaret Case, Chair; Leo Hart, Vice Chair; Mary Griffin, Barbara Coish, and Bob Coole

Studio Coordinator: Kelly Yucupicio

Excused: Alan Shoemaker, and Roger Hohenberger.

Note our regular meeting for May was canceled.

Minutes: Following the Pledge of Allegiance, the Minutes of the 3-10-16 meeting were reviewed. Leo Hart moved to approve; seconded by Barbara Coish

Vote: Unanimous approval

Financial Report: March, April and May reports were available from the town to the board and the board reviewed the cable spending report that Kelly keeps track of. The budget is on track for the year.

Margaret discussed the interest that we are receiving on the Cable special funds. A motion was made by Barbara Coish and seconded by Mary Griffin to request the Town Treasurer Robert Coole to look into a better rate.

Correspondence: A Check to the Town from Comcast for \$71,306.52 for the first quarter of 2016 was received.

A letter from Comcast was received regarding Chanel changes. The Board requested that this be put in the paper.

A Letter from the Record Retention Committee was received and read. The Cable Board is in compliance with the rules for minutes.

A ballot was received from the Northeast Region of the Alliance for Community Media to vote for 4 AT- Large Members. The Chair, Margaret Case sent the Ballot in which was due 6-20-16.

Coordinator Report: the Coordinator's report was submitted and is attached to the minutes.

Equipment: The upgrade of the audio at town hall and the street cam has been completed. We had to replace some of the cables that run from the town hall to the studio do to damage.

Studio B: The chair and Kelly have looked into new lighting and table set up. They will have a report for the board no later than the September meeting. Margaret is still working with Comcast to improve the cables that go to Studio B. It has been a long process.

Margaret Case and Kelly met with the Town IT Director Eric Delong and Nicole Bottai, Town Clerk to review the internet connection between the Cable Studio and the Town Clerks office. A diagram of the set up was shown to the board. A brief discussion was had regarding archiving.

Studio: The flooring in the studio and control room is not in great shape. There are tiles that are cracked, lifting etc. Several ideas were discussed such as carpet, new tile, and to have the floors cleaned by a professional. Margaret will talk to a flooring company to get some recommendation s and pricing.

Misc: The building still has bats and other creators the Company that was hired last year is working on the problem.

Adjournment: There being no further business to bring before the Board, A motion to adjourn was made by Bob Coole and Seconded by Mary Griffin.

Vote: Unanimous Approval. The meeting adjourned at 8:25.

The next regular meeting will be September 8th, 2016.

Respectfully submitted,
Margaret A Case, Chair

WCTV
Windham Community Television
WCTV Coordinator's Report
March 10, 2016 – June 22, 2016

WCTV has been busy producing many local programs as well as covering local meetings. 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.

Channel 20: Government

- All meetings were recorded including Board of Selectmen, School Board, Planning Board, Zoning Board of Adjustment, Conservation Commission, and various Subcommittee meetings.
- Meetings are televised LIVE from the Community Development Meeting Room, Town Hall, Windham High School; and pre-recorded at various other sites including the Windham Elementary/Middle Schools, SAU 95 Administrative Office, Nesmith Library, and Searles School and Chapel.
- All meetings were posted online at wctv.pegcentral.com. Please note that videos posted online are available until space is needed for newer video files. DVD copies are available by request.

Channel 21: Public Access and Local Programming

WCTV Programs:

Time to Cook with A.J.
Anna Marie's Euro Kitchen
Granite State Real Estate
Windham Watch with Mary Griffin
Hypnosis for Better Living
Time for Animals
Wildlife Encounters

WCTV Special Coverage/Programs:

Daddy-Daughter Dances
St. Matthew's Church Presentation
Windham Presbyterian Church Steeple Restoration and Bell Ringing Ceremony
Memorial Day Parade

Bicycled Programs:

Ablevision (Provided by Ablevision, Nashua, NH)
Around Town with Larry (Provided by Salem Community TV)
Chamber Today (Provided by Salem Community TV)
Granite United Church (Provided by Granite United 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

- WCTV is hosting 2 college and 1 high school intern this summer 2016.
- WCTV offers FREE training to any resident or non-profit group of Windham interested in producing their own TV show or volunteer on other productions.
- WCTV offers high school and college students who are interested in television production the opportunity to volunteer. Schedules vary depending on the student's curriculum requirements.
- WCTV continues its partnership with the New Hampshire Collation of Community Media members. Many of our original programs also air in other local NH communities.
- We would like to encourage the public to contact WCTV if they are hosting a special event or speaker at the Town Hall and would like video coverage. Requests should be submitted at least two weeks before event for reserve coverage.

Equipment

- Installation has been completed for additional 8-channel audio system to Town Hall meeting room facility.
- A "Live-Cam" is now set up and airs on Channel 20 between programming.
- WCTV is looking into lighting solutions for the Com. Dev. Meeting Room.
- We are continuing to look at the proficiency of WCTV's equipment to better serve the community and access users.

Kelly Yucupicio, WCTV Coordinator
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