

# Windham Cable Board Minutes

## September 8, 2016

Chairperson Margaret Case called the meeting to order at 7:05pm

**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.

**Minutes:** Following the Pledge of Allegiance, the Minutes of the 6-22-16 meeting were reviewed .Bob Coole moved to approve; seconded by Leo Hart

Vote: Unanimous approval

**Financial Report:** 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 request to the Town Treasurer Robert Coole to look into a better rate.

**Correspondence:** A Check to the Town from Comcast for \$72,987.06 for the Second Quarter of 2016 was received.

A check for \$22,000.00 for the Cable Trust Funds was received

A letter from Comcast regarding the Commencement of Renewal Process

The Board will wait to hear from the Board of Selectmen on how they wish to proceed

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

**Equipment/Upgrades:** Upgrades to the Studio and studio B were discussed.

All rooms in the cable studio to be painted and new flooring to the control room

and a stage area in the studio. All other flooring to be cleaned, waxed and

buffed Wall hung Cabinets in the main studio to be installed and equipment to be reinstalled

Studio B to have new lights installed

A motion by Leo Hart and seconded by Barbara Coish to ask the Selectmen to approve the withdrawal of not to exceed \$ 25,000 from the Cable trust to complete the work outlined above.

The chair gave a update on the project that Eric DeLongi IT Directors is researching . regarding Video Streaming , Indexing and Video Archiving

Election of Officers; Motion by Bob Coole and Second by Mary Griffin and Barbara Coish to Elect Margaret Case as Chair and Leo Hart Vice Chair and Alan Shoemaker Secretary Vote Unanimous

The board had no changes in the Rules of Procedures at this time

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

Vote: UnanimousThe meeting adjourned at 9:10.

The next regular meeting will be November10<sup>h</sup>, 2016.

Respectfully submitted,  
Margaret A Case, Chair