

**Windham Cable Advisory Board  
Minutes  
November 14, 2013**

Chairperson Margaret Case called the meeting to order at 7:02 p.m. The meeting was opened with the Pledge of Allegiance.

**Members Present:** Margaret Case, Chair; Leo Hart Vice Chair; Barbara Coish; Bob Coole; Roger Hohenberger and Studio Coordinator Kelly Yucupicio.

**Excused:** Alan Shoemaker, Mary Griffin, and Nicole Bottai

Minutes of the September 12 and October 10, 2013 meetings were reviewed. Motion to approve the September 12, 2013 minutes by Bob Coole, seconded by Barbara Coish.

Approved unanimously.

Motion to approve the October 10, 2013 minutes by Leo Hart and seconded by Bob Coole.

Approved unanimously.

**Financials:**

Updates to the 2013 Cable Spending Report were reviewed.

**Correspondence:**

One letter was received from Comcast regarding the date for the encrypting the cable system. On or about 11-12-2013 this will begin

**Coordinator's Report:**

The Studio Coordinator's report was presented and discussed. (Complete report attached to minutes).

**Old Business**

Channel 170(Windham High School Channel) still remains unutilized. The board asked the chair to look in to this. The board is disappointed with the lack of use of all the equipment that they have purchased for the School. Also Comcast has discontinued the background music.

**New Business**

Discussion on needed equipment:

Kelly gave the board background on the need for 2 lights for the studio and 2 Modulators

Motion by Bob Coole and seconded by Barbara Coish to approve 2,000.00 for the purchase of 2 lights

Vote Unanimous

Motion by Bob Coole and seconded by Leo Hart for the purchase of 2 modulators at this time for not to exceed \$2,000. Vote Unanimous

**Adjournment:**

There being no further business, a motion to adjourn was made by Roger Hohenberger and seconded by Bob Coole. Approved unanimously. Meeting adjourned at 8:04 p.m.

Next meeting January 9, 2014

Respectfully Submitted,  
Margaret A Case Chair

WCTV  
Windham Community Television

WCTV Coordinator's Report  
September 13, 2012 – November 8, 2012

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, CIP Subcommittee, and Village Center Subcommittee. Meetings are held at the Community Development Meeting Room, Town Hall, Windham High School, SAU 28 Facility, and Nesmith Library. All meetings were posted online at [wctv.pegcentral.com](http://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:**

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

**WCTV Special Coverage:**

Windham Fire Dept. Open House  
Windham Harvest Fest  
Windham Watch Special Candidate Interviews  
Windham Women's Club Candidates Night  
LIVE Election Coverage

**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](mailto:cable@windhamnewhampshire.com)

#### Training/Outreach:

- Windham Community Television is seeking interested residents to become WCTV Volunteers for government meetings and town events.
- WCTV is continuing to offer free training to residents of Windham interested in producing their own TV show or volunteer on other productions.
- WCTV continues to work with Windham High School volunteers and interns. College students are scheduled to begin internship programs during the summer.
- WCTV continues its partnership with NHCCM users. Many of our original programs are airing surrounding local communities.

#### Equipment:

- Improvements to the studio lighting were made with the installation of 2 new energy efficient LED light panels.
- We are continuing to look at the proficiency of the WCTV's audio and video equipment. Suggested areas for possible purchases and improvements include for the set items and audio/video equipment in the WCTV studio, Town Hall, and field camera productions.

#### Other:

- I was also able to attend the Northeast Regional Alliance for Community Media Conference in Plymouth, MA on November 1st and 2nd. It was my first conference geared towards Government and Public Access programming. I took away new technical and practical advice to use in WCTV's current operations and to apply to future endeavors. In addition to other New Hampshire Public Access Stations, representatives from Massachusetts, Maine, Connecticut, New York and Vermont. Overall it was a great experience and I look forward to attending again in the future.

Kelly McLaughlin, WCTV Coordinator

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