

## Windham Cable Advisory Board

### Minutes of March 12, 2020

The Cable Advisory Board met at 7pm at the studio on Thursday, March 12, 2020. Margaret Case called the meeting to order at 7:02pm. In addition to Margaret Case other members present were Leo Hart, Bob Coole, Roger Hohenberger and Barbara Coish. Mary Griffin was excused. Kelly McLaughlin. Studio Coordinator was also present as well as Bruce Breton and Ron Coish members of the public.

The meeting began with the Pledge of Allegiance.

The previous minutes of October 10, 2019 were approved. Bob Coole, moved; Roger Hohenberger, second. Approved 5-0-0.

The financial report was distributed. The main expenditure to note is the payment for our Leightronix Contract for \$6230.00.

Under correspondence, it was noted that we/the Town received franchise checks from Comcast for July-September on 11/1/19 in the amount of \$74065.50 and on 2/3/2020 for October/December in the amount of \$72779.08.

Kelly presented her Coordinator's Report in which she mentioned the many programs covered in the last months. The GBS studio is up and running with training upcoming for videographers. There was a power surge that damaged cameras and other equipment. This is discussed further below. Kelly's report will be attached to these minutes.

When a power surge occurred, the Town Hall cameras and the studio cameras were damaged as well as the controller and the tricast. Kelly presented us with estimates of cost and repair for these items. Some may be repaired and many should be replaced. After much discussion Leo Hart, moved; Bob Coole, second the following -to proceed with investigating concerns on damage and ask the Selectmen for up to \$25000.00 to repair or replace this equipment. Vote 4-0-1-Roger Hohenberger abstained as he will vote with the Selectmen on this issue. This money will be removed from the Cable Special Funds if approved and possibly reimbursed by insurance. The Town is looking into an insurance claim which will review the situation and equipment as needed.

The meeting adjourned at 8:07pm. Roger Hohenberger moved; Bob Coole second. Vote affirmative.

Submitted by;

Barbara Coish

**WCTV Coordinator's Report**  
October 10, 2019 - March 12, 2020

**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.
- Televised public meetings air LIVE on WCTV Channel 20 unless posted otherwise.
- LIVE Stream & Video on Demand services are available online at [www.wctv.viebit.com](http://www.wctv.viebit.com)

Channel 21: Public Access and Local Programming. Channel 21 includes original locally produced programs from Windham and surrounding communities.

**WCTV Programs:**

- Community Connection
- Windham Watch with Mary Griffin
- Town Talk
- Time for Animals

**WCTV Special Coverage/Programs:**

- Fire Dept. Open House
- Harvest Fest
- Scarecrow Contest
- GBS Veterans Day Assembly
- Tree Lighting / Santa
- WHS & WMS Band & Chorus Concerts
- Women's Club of Windham Candidates Night
- PTA Candidates Night
- WinDems Ballot Info

**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@wctv21.com](mailto:cable@wctv21.com)

#### Training/Outreach:

- 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/Updates:

- The new studio at GBS is complete and airing School Board meetings on WCTV Channel 22.
- Equipment failure occurred in the Town Hall and main Studio sometime in the first 2 weeks of January 2020. Discussion needs to be had on replacement and/or repairs to the effected equipment.

Kelly McLaughlin, WCTV Coordinator

603-434-0300

[www.WCTV21.com](http://www.WCTV21.com)

[kelly@wctv21.com](mailto:kelly@wctv21.com)