

DRAFT

Windham Cable Advisory Board

Meeting Minutes December 19, 2023

The Cable Advisory Board met at the studio on December 19, 2023. The Chair Margaret Case called the meeting to order at 7pm. In addition, members present were Leo Hart, Roger Hohenberger, Bob Coole, Tom Nolan, and Barbara Coish. Dan Pascarella was excused. Kelly McLaughlin, WCTV Coordinator, rounded out the numbers present. Tom Case, a member of the public, was in attendance as well.

As always, the meeting began with the Pledge of Allegiance.

Comcast Update indicates that the new revised contract is in place.

The correspondence from Comcast indicates there are increases scheduled in the billing.

The Financial Report shows at this point we have expended 92.2% of the present budget.

The quarterly check to the Town has been received in the amount of \$69,693.35.

The Coordinator's Report indicates the many town events covered and the continued outreach to citizens to volunteer. The report will be attached to these minutes for clarity.

The minutes for May 25, 2023, and September 21, 2023 were approved as written. Bob Coole moved, second by all. Vote 6-0 affirmative.

The new Tricaster for the Planning Studio is on the way and should be installed soon.

VOD and Live stream have been popular. VOD was 1424 from October to December and Live stream hit highs in December.

It was suggested to Kelly to check the speed of the informational slides. She will check.

At 7:26 Bob Coole moved to adjourn to a Christmas celebration. Second by all.

Respectfully submitted by,
Barbara Coish

Thanks to Tom Case for designing the clever gift of a mug featuring cable photos. Thanks to Kelly for setting up the nice Christmas table of goodies.

WCTV Coordinator's Report
September 21, 2023 – December 19, 2023

Government Channel:

- **WCTV Government Channel is Comcast Channel 6.**
- All meetings were recorded including Board of Selectmen, School Board, Planning Board, Zoning Board of Adjustment, Conservation Commission, and various Subcommittee meetings.
- Town public meetings air LIVE on WCTV unless posted otherwise.
- LIVE Stream & Video on Demand services are available online.

Public Access Channel:

- **WCTV Public Access Channel is Comcast Channel 8.**
- Channel 21 includes original locally produced programs from Windham and surrounding communities.

Education Channel:

- **WCTV Education Channel is Comcast Channel 22.**
- School public meetings air LIVE on WCTV Channel 22 unless posted otherwise.
- LIVE Stream & Video on Demand services are available online.

Community Bulletin Board:

- **WCTV Community Bulletin Board is Comcast Channel 16.**
- The WCTV community bulletin board provides a weekly program schedule and community announcements. If you would like an announcement posted, email cable@wctv21.com

WCTV Special Coverage/Programs:

- Harvest Festival
- Doggie Halloween Parade
- Town Holiday Message
- Town Tree Lighting Festivities
- Senior Christmas Party
- School District Band and Choir Concerts

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.

Kelly McLaughlin
WCTV Coordinator

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