

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

Chairperson Margaret Case called the meeting to order at 7:01 p.m.

Members Present: Margaret Case, Chair; Leo Hart, Vice Chair; Alan Shoemaker Secretary, Barbara Coish; Mary Griffin; Roger Hohenberger; Studio Coordinator Kelly McLaughlin.

Excused: Bob Coole, Nicole Merrill.

Minutes of January 10, 2013 were reviewed. Motion to approve by Roger Hohenberger; seconded by Barbara Coish. Approved unanimously.

Financials:

The 2013 Cable Spending Report was reviewed.

Correspondence:

Three pieces of correspondence were received from Comcast:

- Franchise fee check in amount of \$57,354.08 for 4th Quarter, CY 2012.
- Annual customer privacy notice.
- Notice of program changes.

New Business:

Margaret Case presented a check to Windham High School (WHS) for four remote camera setups in the WHS Gymnasium. It is hoped this will result in enhanced cable capability to broadcast gymnasium sporting events on WHS Channel 170.

On a broader note, WHS has repeatedly advised WCAB that they will be populating Channel 170 with programming to include bulletin board informational material. Unfortunately, this has not happened. WCAB has gone so far as to offer The Cable Coordinator's mentoring services to expedite the

process. As no response has been received, Margaret Case will request a meeting with the school administration to further discuss WCAB's concerns.

Kelly McLaughlin is looking to purchase robotic cameras for Town Hall. The remote cameras there now are no longer functional. The new ones will be similar to those currently used in the Planning Department, but unobtrusively mounted on the wall. It will greatly improve the broadcast quality of meetings and events at this facility. Leo Hart moved and Mary Griffin seconded to proceed with the purchase of two cameras, one control box, and wiring and installation fees at a cost not less than \$12K. Approved unanimously.

Many resident complaints have been received that Comcast is now charging \$1.99/month for the small adapter boxes that were originally provided free of charge as part of the changeover to digital. Complaints were verbally addressed to Comcast regional leadership, and the matter is currently under review. In view of the severity of this issue, WCAB concern will be backed up by written correspondence to Comcast expressing acute customer dissatisfaction and requesting successful resolution.

Coordinator's Report:

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

Adjournment:

There being no further business, a motion to adjourn was made by Roger Hohenberger and seconded by Leo Hart. Approved unanimously. Meeting adjourned at 8:12 p.m.

Respectfully Submitted,

Alan Shoemaker
Secretary

WCTV

Windham Community Television

WCTV Coordinator's Report

January 10, 2013 – March 14, 2013

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. 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

Baking with Angelina *NEW

Chatting Over the Crown *NEW

Your Medicine *NEW

WCTV Special Coverage/Programs:

Deliberative Sessions

Voter Information Specials

LIVE Election Coverage

Candidates Night

Daddy/Daughter Dance

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 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

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 individually schedule their internship programs depending on their required curriculums.
- WCTV continues its partnership with the New Hampshire Collation of Community Media members. Many of our original programs are airing other local NH communities.

Equipment:

- **WCTV is seeking approval to purchase and install robotic cameras in Town Hall. This would allow more meetings and events to be covered by staff and volunteers with greater ease and at a higher quality. Currently, there are no permanent cameras in Town Hall for video production.**
- **We are continuing to look at the proficiency of WCTV's current equipment to better serve the community and access users. Suggested areas for possible future purchases and improvements include audio, video, and lighting equipment as well as set and prop items for WCTV Government and Public Access productions.**

Kelly McLaughlin, WCTV Coordinator

603-434-0300

www.WCTV21.com

cable@windhamnewhampshire.com