

**Windham Cable Advisory Board
Minutes
January 10, 2013**

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

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

Excused: Mary Griffin, Nicole Merrill.

Minutes of 13 September 2012 were reviewed. Motion to approve by Leo Hart and seconded by Roger Hohenberger. Approved unanimously.

Financials:

The End of Year Cable Spending Report was reviewed.

Correspondence:

Four pieces of correspondence were received from Comcast:

- Letter dated 9 October to advise of standard program package changes
- Letter dated 24 October giving channel changes.
- Letter dated 21 December on subject of price adjustment correction.
- Letter dated 19 December giving price change information.

A Franchise Fee check was received on 12 November from Comcast in the amount of \$58,015.80 for 3rd Quarter 2012.

A letter from SAU was received on 10 December thanking WCAB for generous donation of cameras to Windham High School. Concern was expressed at the amount of time it has taken to bring school events on the high school channel (170).

New Business:

The Studio Coordinator's Report was addressed and discussed. Sincere appreciation was expressed by the Board for the absolutely outstanding job Kelly has been doing. (Coordinator's report attached to minutes).

There being no further business, a motion to adjourn was made by Bob Coole, and seconded by Roger Hohenberger. Approved unanimously. Meeting adjourned at 8:02 p.m.

Respectfully submitted,

Alan Shoemaker
Secretary

WCTV
Windham Community Television

WCTV Coordinator's Report
November 8, 2012 - January 10, 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

WCTV Special Coverage/Programs:

Santa Visits Windham

Annual Tree Lighting Festivities

Senior Christmas Party

Windham Community Bands Holiday Concert

Windham GIS Demo

Windham Sister City: Suzdal, Russia

Our Stories: A Veteran's History Program presented by Windham American Legion Post 109

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

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:

- A rolling equipment cart was purchased to house the audio and video equipment for Town Hall meetings and event coverage.
- A portable PA system was purchased for use in Town Hall. This system consists of 2 Yamaha speakers that will be set up as needed for meetings and events.
- An 8-channel audio cable was purchased to replace the existing damaged cable in Town Hall.
- The computer in the Cable Studio office failed beyond repair at the end of December 2012. A new desktop computer was purchased.
- 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.

Other:

- The Windham Cable Advisory Board approved the funding for the purchase of 4 new robotic cameras and necessary equipment installed in the Windham High School gymnasium. WCTV looks forward to the partnership with WHS to provide video coverage of school sponsored events and sports on the Windham School and Public Access television channels.

Kelly McLaughlin, WCTV Coordinator

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