

**Windham Cable Advisory Board
Minutes
November 13, 2014**

Chairperson Margaret Case called the meeting to order at 7:05 p.m.

Members Present: Margaret Case, Chair; Leo Hart, Vice Chair; Alan Shoemaker, Secretary; Barbara Coish; Bob Coole; Mary Griffin, Roger Hohenberger and WCTV Coordinator Kelly Yucupicio.

Excused: Nicole Bottai.

Following the Pledge of Allegiance, the minutes of the 11 September 2014 meeting were reviewed. Motion to approve made by Roger Hohenberger, seconded by Bob Coole. Approved unanimously.

Financials:

The year-to-date budget report (a/o 3 November 2014) was reviewed. The WCTV budget was increased by only 2.796%. Salary-wise, we're on target for this Calendar Year, with 77.2% expended.

Equipment: The Chair discussed the current problem with Studio B. A service Company will be at Studio B on Monday.

Correspondence:

Four pieces of correspondence were received from Comcast:

- A letter dated 10 Oct advising that Xfinity 3D will no longer be available after 16 December 2014.
- A letter dated 13 Oct reporting on updates to the municipal emergency reporting procedures.
- A letter dated 3 Nov attaching the Contract Franchise Fee payment for the third quarter of 2014, in the amount of \$64,794.39.
- A letter dated 6 Nov advising of installation rate increases effective 1 January 2015.

Coordinator's Report:

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

Other Business:

Bob Coole reported that Sister Barbara from the Ward Health Center expressed concern about problems with her telephone. It was explained that WCAB Cable Board is not involved in that part of the service.

Board meeting attendee Daniel Popovici-Muller had two issues to discuss:

- Could the \$15 DVD reproduction fee be reduced? Roger Hohenberger proposed reducing it to \$5. Alan Shoemaker seconded. Discussion ensued. Motion approved.
- It's challenging to locate and comment on what happens at any given part of a meeting. PEG Central will makes download very difficult. Is there a competing system or program that would facilitate this? Kelly shared that we are currently tied in to Leightronix, but will research it further.

Adjournment:

There being no further business, a motion to adjourn was made by Roger Hohenberger and seconded by Alan Shoemaker. Approved unanimously. Meeting adjourned at 8:01 p.m.

Respectfully Submitted,

Alan Shoemaker
Secretary

WCTV
Windham Community Television

WCTV Coordinator's Report
September 11, 2014 – November 13, 2014

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, and various Subcommittee meetings.
- Meetings are televised LIVE from the Community Development Meeting Room, Town Hall, Windham High School; and pre-recorded at various other sites including the Windham Elementary/Middle Schools, SAU 95 Administrative Office, Nesmith Library, and Searles School and Chapel.
- 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:

Book Beat *Returning Program*

Anna Marie's Euro Kitchen

Granite State Real Estate

Windham Watch – Candidate Specials

Hypnosis for Better Living

Time for Animals

Wildlife Encounters

Chatting Over the Crown

WCTV Special Coverage/Programs:

Candidate Debate at Town Hall

Police Department Public Forum

Harvest Festival

Windham Fire Dept. Open House

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

- 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

- New LED lights have been ordered for Town Hall.
- The Leightronix UltraNexus (our playback system) was experiencing technical problems and has been sent out for repair under warranty. Access AV has installed a loaner UltraNexus to keep programs running on WCTV.
- We are continuing to look at the proficiency of WCTV's equipment to better serve the community and access users.

Kelly Yucupicio, WCTV Coordinator
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