

Windham Cable Advisory Board
Minutes
November 17, 2016

Chairperson Margaret Case called the meeting to order at 7:04 pm.

Members Present: Margaret Case, Chair; Leo Hart, Vice Chair; Barbara Coish, Bob Coole, Mary Griffin, Roger Hohenberger, Alan Shoemaker.

Studio Coordinator: Kelly Yucupicio

Minutes:

Following the Pledge of Allegiance, the Minutes of the 09/08/2016 meeting were reviewed. Barbara Coish moved to approve; seconded by Bob Coole. Vote: unanimous approval.

Also, Minutes of the 10/20/2016 Special Meeting were reviewed. Bob Coole moved to approve; Leo Hart seconded: Approved.

Financial Reports:

The Financial Report and the WCTV Spending Report were presented and reviewed. Bottom line: we are on track.

The following Quarterly Franchise Fees were received and deposited into the Town account:

- \$73,989 (dtd 09/30/2016).
- \$72,987 (dtd 08/06/2016).

Correspondence:

- Received from Comcast on 4 October 2016 instructions on emergency numbers.
- Received from Comcast on 19 Oct the following channel changes:
 - On 1 Dec, NECN-HD moves from Channel 710 to Channel 758.
 - On 1 Dec WBTS-HD will be added to Channel 710.
 - On 1 Dec, WBTS-TV CoziTV will be added to Channel 935.
 - On 1 Dec, Bloomberg HD will move from Channel 833 to Channel 757.
 - 30 Dec, WBTS-TV will be added to Channel 26.
 - On 1 Jan 2017, NBC Television Network will be broadcast on WBTS-TV and WBTS-TV-HD.

General Discussion:

Chairperson Margaret Case shared several favorable recent newspaper clippings from the Pelham Windham News, with the following headlines:

- “Live streaming is being implemented,”
- “HS Cable TV (is) Up and Running,”
- “Cable Studio is Undergoing Renovation,”

Another article complimented Anna Marie Brickley as “...Long-time Chef and a Cable Favorite.”

An early renewal of the Windham NH Cable Franchise Agreement was requested by Comcast Senior Manager of Government and Regulatory Affairs Bryan Christianson. Advantages of early renewal would allow Comcast to expend additional funds to install new equipment and improve system infrastructure. A subcommittee consisting of Margaret

Case, Bob Coole, Leo Hart and Alan Shoemaker has been appointed to negotiate and renew this Agreement.

Coordinator's Report:

Coordinator's report was submitted and discussed, and is attached to these minutes.

Adjournment:

There being no further business to bring before the Board, a motion to adjourn was made by Roger Hohenberger, seconded by Leo Hart.

Meeting adjourned at 8:03 pm.

The next regular meeting will be January 12, 2017.

Respectfully submitted,

Alan Shoemaker
Secretary,
Windham Cable Advisory Board
WCTV - Windham Community Television

**WCTV Coordinator's Report
September 8, 2016 - November 17, 2016**

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.

- “Videos on Demand” are posted online at wctv.viebit.com. Please note that videos posted 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:

- Town Talk
- Windham Watch with Mary Griffin
- Time to Cook with A.J.
- Anna Marie’s Euro Kitchen
- Granite State Real Estate
- Hypnosis for Better Living
- Time for Animals
- Wildlife Encounters

WCTV Special Coverage/Programs:

- Candidate Interviews with Mary Griffin
- Windham Girl Scout PSA
- Windham Harvest Fest
- Town Beautification Committee PSA

NHCCM & Bicycled Programs:

- Veterans Forum
- Empower Style
- NH Covered Bridges Special
- Around Town with Larry
- Granite United Church
- Granite State Outdoors

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

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:

- Painting, Flooring and Shelving renovations/installations have been completed.
- WCTV will begin LIVE Streaming of Channel 20 government meetings in 2017.
- WCTV will install new lighting fixtures and controls in Studio B in 2017.
- 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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