

**Minutes**  
**Windham Cable Advisory Board Meeting**  
**May 14, 2009**

**Present:** Chair, Margaret Case; Leo Hart; J. Gross; Alan Shoemaker; Studio Coordinator Stacey Sofronas, Technical Coordinator Tom Case

Guest: Michael Ridinger.

**Absent:** Greg Cappiello

**Excused:** Mary Griffin, Dave Unger and Selectman Roger Hohenberger.

The meeting commenced at 7:08 p.m.

Michael Ridinger, representing Boreal Media Technologies, presented a proposal for the new Windham High School to prepare for cable casting. Questions and answers followed.

Leo moved to capture the purpose of this endeavor. We are looking for a capability to broadcast and record from the auditorium, for a studio to be capable of viable operation, and for the capability to broadcast and record sporting events, either from the gymnasium or the playing fields. Alan seconded. Approved.

Mr. Ridinger was excused.

Minutes of March 12 meeting were read. Leo moved for acceptance. Alan seconded. Approved.

Minutes of March 26 meeting were read. Alan moved for acceptance. J. Gross seconded. Approved.

The financial report was read and discussed. J. Gross objected to the purchase of more than \$500 without board approval. Objection noted and will be discussed at a future meeting.

Correspondence:

- Several letters from Comcast were received and discussed.
- An e-mail from Cheryl Haas at the Recreation Department was received commenting on the positive performance of Stacy Sofronas. Specifically, “she is awesome!”

The studio coordinator’s report was given and is attached.

Leo voiced a need for concurrence with the school leadership as to the next step in determining the proper way to continue with the planning and development of a cable system to go into the school.

Our objective relevant to cable operation within the Windham High School was discussed. It was decided that our mission is to develop a video broadcasting and recording capability within that high school to include the auditorium, the operating studio and gymnasium, and to support the Windham High School video production program.

In this regard, we are looking to secure the services of a consultant to provide a systems analysis resulting in a design with phased functional block diagrams. After this is accomplished, we will generate an approach that can be discussed with school leadership.

Leo moved that we ask the Selectmen to approve the expenditure of up to \$2,500 for the consultant's services to be taken out of special funds. Seconded by J. Gross. Approved unanimously.

J. Gross commented on the status of remediation of the drainage and moisture under the cable studio building. Margaret will make inquiry to the Town.

There being no further business, a motion was made by Leo to adjourn. Seconded by J. Gross. Approved. Meeting adjourned at 10:37 p.m. .

Respectfully Submitted,

Alan Shoemaker  
Secretary

## **Coordinator's Report – May 2009**

### **Shoots:**

Since our meeting in March, we have taped the following in the studio/field:

Time for Animals – 2 episodes

Book Beat – 2 episodes with another scheduled for later this month

In Depth: School and Community- 3 episodes

Rockingham Roundtable- 2 episodes with another scheduled for later this month

We taped an interview with an Oscar winning documentary producer/director Pamela Boll of the film “Born Into Brothels.” She was here to talk about her new film “Who Does She Think She Is?” Our volunteer Lauri Lannan met Pamela at a seminar in Boston and invited her to the studio for the interview. Lauri acted as the producer and designed the set with her own props, wrote the interview questions, and interviewed Pamela. She is currently working on editing the tape.

I worked with Rec. Coordinator Cheryl Haas on a skate park informational video for non-residents of Windham that wish to use the skate park. Cheryl wrote a script and Officer Jessica Flynn of the Windham Police Department was host/narrator of the video. I taped cover footage of the park and made a short PSA for Cheryl to play for the non – residents of Windham as well as playback on our channels.

### **Government Meetings:**

All meetings have been covered as usual. Also, we have now begun covering school board meetings in the SAU with some help from J. Gross and Kevin Scannell, our regular volunteer for school board meetings.

### **Equipment:**

We have moved some existing lights in the Planning Dept and added a few more for a better lighting in the room for the meetings.

### **Goals for the Summer:**

Since our last meeting, I have worked with Tom on pursuing streaming/VOD (video on demand) capabilities for our station. I was interested in seeing if we could use our existing website [www.windamaccess.com](http://www.windamaccess.com) that Tom created for VOD. Tom was able to place a link on that site, but downloading the video took about 20 mins. Based on that trial, I will be looking to get a host for a website for us, and a plan that can handle streaming or VOD and get a site started early this summer.

At the meeting Thursday, there will be a representative from Boreal Media to discuss a high school television studio proposal. He will also be discussing the Tighrope playback system, which handles VOD/streaming. This may be an option for us as well as the high school.

### **Volunteers:**

We have 4 new volunteers. Susan Salois, Matthew Viel, David Bates, and Todd Walley. All are Windham residents. Matthew and David are high school students and Todd is a returning college graduate. They will be helping with covering government meetings as well as local events and studio shoots.

### **Other News:**

I have attended two NHCCM (New Hampshire Coalition of Community Media) meetings. They are held one Tuesday a month. I have found them to be very informative and have made connections with other PEG stations in the area. The last seminar focused on proper audio for each application, and I was able to learn some valuable information from audio professionals. I plan to attend these meetings as often as possible.

I will be attending the ACM- NE (Alliance for Community Media- Northeast Region) in Burlington, VT on May 20 –22. Topics include New Media and PEG Access, Media Reform & Collaborating with Non-Profits. I am looking forward to attending.