

Windham Cable Advisory Board
Minutes
3-11-2010

Present: Margaret Case, Chair; Alan Shoemaker, Secretary; Barbara Coish; Roger Hohenberger, Selectman; Donna Mauro, Alt; (sitting for Nicole Merrill)

Excused: Leo Hart, Mary Griffin, and Nicole Merrill.

Meting was call to order at 7:02pm.

Motion to approve the minutes of January 14, 2010 was made by Barbara Coish and seconded by Alan Shoemaker. Approved.

Financial information send out to the Board members was reviewed.

Current expenses for January and February (\$10,203.56).

Balance in the special funds account (\$279,348.06).

Quarterly payment by Comcast to the Town of Windham (\$47,907.31).

Correspondence:

Three Letters from Comcast

- 1) Listing the New Triple Plan Bundles under the Xfinity.
- 2) Annual Customer Notice.
- 3) Change of name for their products to Xfinity Comcast.

Coordinator's report dated March 11, 2010 (see attached).

The Board thanked Anastacia for a job well done.

Discussion:

Rules of Procedure for the WCAB: The Board of Selectmen made a few edits and additions mostly for clarification. The chair noted an error on page 3 under section D-3-c ... the word "accepted" should read "approved."

Motion by Barbara Coish and seconded by Roger Hohenberger to approve the changes and send the Rules of Procedure back to the Board of Selectmen for final approval.

The Memorandum of Understanding was on the agenda and was briefly discussed. A general consensus was that we may not need this document but we would defer it to the next meeting

The Chair read a notice from the FCC on wireless microphones. Effective June 12, 2010 we will not be able to use wireless microphones that operate in the 700MHz band (which includes any frequencies between 698MHz and 806MHz). The FCC seeks to prevent unlawful interference with Public Safety entities and commercial users. WCTV has some that will need to be replaced.

Motion was made by Roger Hohenberger to adjourn and seconded by Alan Shoemaker/
Meeting adjourned at 7:50pm

Respectfully submitted,

Alan Shoemaker
Secretary WCAB

ATT: 1

**Coordinator's Report
March, 11 2010**

Shoots:

Since my last report in January, we have covered the following:

1 episode of Time For Animals
2 episodes of Book Beat
1 episode of Rockingham Roundtable
Special: Article 4, Salt Shed
Special: Stop the Cell Tower
Candidate's Night
Coffee Roaster's Café
Daddy/Daughter Dance

Government Meetings:

All government meetings were covered LIVE and played back on Channel 20. The school board workshops held at the SAU were also covered.

Equipment:

The Ultra Nexus has been installed and is controlling our programming. We had to work out some technical details and AVAccess will be returning to finish the setup of Video on Demand and provide training on that service. I expect to have it up and running by the end of March.

Our new Panasonic field camera is working very well for us. The editing time has been cut in half, and using the SD card as our main media has created a much easier workflow. In the future, this type of media is what I would like to continue to work with, not only for workflow ease, but for also keeping the station up to date with the current technology, that is more cost efficient.

Other:

The Town and School Deliberative sessions were covered and held in the auditorium at the High School.

We will be covering the Annual Easter Egg Hunt & Medieval Festival this month.

I attended the February NHCCM meeting at Londonderry Cable Access. Topics included Lighting and Copyrights. Both sessions were very informative. Upcoming is the Annual Conference in May and the National Conference in July.