

Agenda

North Hampton Cable Advisory (NHCA) Committee

Thursday, September 25th, 2008 at 7:00 PM

Location: Town Office – Mary Herbert Room

Non-Public Session pursuant to RSA 91-A:3 II (c) – if necessary.

Public Session

- I) Channel 22 Operating Guidelines and Policies Updates
- II) Recording and Broadcast schedules & procedures
 - a. October schedules
 - b. Status of Conservation Commission Video – Hiking Trail
- III) Staffing:
 - a. Station Manager/Exec Producer duties
 1. Vendor Agreement/Deliverable Description
 2. Monthly PO process
 - b. Time sheets/Labor Invoicing (August and September)
 - c. Status of uninsured equipment: Serial Numbers for Equipment Inventory
 - d. Status of Training: Nexus System
- IV) Equipment:
 - a. Balance of Revolving Revenue Account (formerly the Capital Reserve Fund)
 1. monthly request for debits and credits to account
 - b. Balance of equipment expenditure authorized in December 07
- V) Project Plan Update
- VI) Committee Minutes
- VII) Set a date for the next NHCA committee meeting
- VIII) Other Business

Disclaimer — These minutes were prepared by a member of the North Hampton Cable Advisory Committee within the 144 hours required by NH RSA 91-A:2, II. They will not be finalized until approved by majority vote of the North Hampton Cable Advisory Committee.