



**LARCHMONT-MAMARONECK
COMMUNITY TELEVISION, INC.
ANNUAL REPORT
2016**

LARCHMONT - MAMARONECK CABLE TV BOARD OF CONTROL

123 Mamaroneck Avenue
Mamaroneck, NY 10543

Board of Control

Tom Murphy, *Town of Mamaroneck*
Lorraine Walsh, *Village of Larchmont*
Norman Rosenblum, *Village of Mamaroneck*
Richard Slingerland, *Administrator*
Anthony Siligato, *Treasurer*

Advisory Committee

Brad Garfield, *Town of Mamaroneck*
Open position, *Town of Mamaroneck*
Open position, *Village of Larchmont*
Open position, *Village of Larchmont*
Sunny Yeddis Goldberg, *Village of Mamaroneck*
Michael Witsch, *Village of Mamaroneck*

**LARCHMONT - MAMARONECK COMMUNITY TELEVISION, INC.
(LMCTV)**

LMCTV Headquarters

740 West Boston Post Road
Suite 311
Mamaroneck, NY 10543
381-2002

Television Center

Mamaroneck High School
Palmer Avenue Unit
Mamaroneck, NY 10543
698-6808

Studio II

145 Library Lane
Mamaroneck, NY 10543
381-0131

Board of Directors

Jefferson Meighan, *President*
Michael Witsch, *Vice President*
Leonard Verrastro, *Treasurer*
Maura Carlin, *Secretary*
Maria Elena Carullo
Sabrina Fiddelman
Alan Peron
Jack Saraceno
Louis Simons
John Verni

Staff

Erik Lewis, *Chief Executive Officer*
Matt Sullivan, *Chief Operating Officer*
Stephen Aluisa, *Programmer*
Christina Carino-Forrest, *Government/Community Production Manager*
Catherine Galeano, *Co-Producer, The Local Live*
Rob Moretti, *LMC Varsity Sports Producer*
Sharon Latimer Mosley, *Community Bulletin Board Manager*
Sheyla Navarro, *Senior News Producer, The Local Live*
Dena Schumacher, *Studio Production Manager*

BACKGROUND

The Tri-Municipal Larchmont - Mamaroneck Cable TV Board of Control was organized by the Villages of Larchmont and Mamaroneck and the Town of Mamaroneck to administer the cable TV franchise agreement (effective Dec. 3, 1980 through Dec. 31, 1993 and extended through Temporary Operating Authorities granted by the New York State Commission on Cable television) with TCI Cable of Westchester (doing business as UA-Columbia Cablevision of Westchester) pursuant to the CATV Sharing Agreement. On September 25, 1996 a new franchise agreement was signed with TCI and on March 3, 1998 Cablevision purchased TCI and became the cable provider for the tri-municipalities on channels 75, 76 & 77. In December, 2007 a franchise agreement was signed with Verizon Corporation to provide cable TV service on Verizon channels 36, 35, & 34 (corresponding to Cablevision's 75, 76 & 77), giving the municipalities a competitive choice of cable providers for the first time. Richard Slingerland, the Administrator for the Board of Control, is the direct liaison with Cablevision and Verizon for the three communities handling all complaints and recommendations.

The Board of Control is responsible for the administration of the franchise agreements, including the collection and disbursement of franchise fees from Cablevision and Verizon. The franchise fees—paid by subscribers as part of their monthly bills for cable TV—represent 5% of the gross operation revenues for cable television of Cablevision and Verizon subscribers in the tri-municipal region. The franchise fees support the operations of the Board of Control and provide the primary support for Larchmont - Mamaroneck Community Television, Inc. (LMCTV). The Board of Control holds the lease agreement with the Mamaroneck Union Free School District and the Rye Neck Union Free School District for the television equipment provided by the franchise agreements and the access center facilities located there. A two-thirds negative vote by the three municipal government boards can overrule any action taken by the Board of Control. The Board of Control is composed of one elected official from each of the three municipalities, an administrator, and a treasurer.

The Advisory Committee of the Board of Control advises the Board on cable matters affecting our communities. This includes technical, legal, programming, financial, subscriber and insurance matters relating to the franchise agreement. The Committee is to report to the Board of Control semi-annually.

The LMCTV Board of Directors sets policy and is responsible for the operation of the access centers and for programming Cablevision channels 75, 76 & 77 and Verizon Channels 36, 35 & 34 in the community interest. The LMCTV Board of Directors is composed of members selected from the community by the LMCTV Board of Directors. The LMCTV Board of Directors submits the annual LMCTV operating budget to the Board of Control for approval.

PHILOSOPHY

LMCTV is a non-profit membership organization open to all members of the community. LMCTV programs Cablevision Channels 75, 76 & 77 and Verizon Channels 36, 35 & 34 in the community interest for Larchmont and Mamaroneck, NY. LMCTV aims to heighten community awareness and increase community participation through the making and viewing of local television, and to encourage programming reflecting the concerns, interests and activities of our community.

OBJECTIVES

- Operate community access television facilities for the use of the people of the Villages of Larchmont and Mamaroneck and the Town of Mamaroneck.
- Offer production training classes.
- Encourage local people to produce and promote their own community television programs.
- Produce community programs.
- Cablecast town and village board meetings and school board meetings on channels 76/35.
- Cablecast community television programming on channels 75/36, 76/35 and 77/34.
- Raise funds to support community programming and broaden awareness of the LMCTV philosophy and programming.
- Maintain high quality facilities and community-friendly production equipment within an affordable budget (based upon franchise fees and fund-raising income).
- Provide a community information system in case of emergency.
- Expand and strengthen ties to existing community organizations.
- Be available to the Board of Control to report and comment on matters of cable TV regulation and utilization and to participate in cable franchise negotiations.
- Publicize the program schedule and LMCTV programs and events.

GOALS

- Expand and enhance LMCTV's identity throughout the three communities in which we serve.
- Expand and enhance programming in order to serve all facets of the community.
- Bring new people and community groups into LMCTV and increase membership base.
- Strengthen the relationships between LMCTV and the Mamaroneck and Rye Neck School Districts, the Mamaroneck and Larchmont Libraries and the Emelin Theatre for the Performing Arts.
- Explore emerging communication technologies in order to better serve the community.
- Expand all our services to the community to the best of our ability.

President's Report 2016

This was my second full year as President of the LMCTV Board of Directors. We have had an extremely busy year.

Last year I indicated that one of our primary goals was "... to make ourselves more visible to the three communities we serve." The Board, Staff, Interns and Volunteers have all worked to accomplish that goal.

Our Thursday night *The Local Live* has added to its past success. This show is extremely difficult to produce on a weekly basis, yet it has become more professional and relevant throughout the year. My constant unofficial survey of members of the community show that our viewership is steadily increasing. I have overheard numerous conversations relating to the show and its topics. I congratulate Board members Maura Carlin and Mike Witsch for their research, production and on-air interviewing skills. Board member Louis Simons continues to provide his weekly engineering skills in the control room while calmly instructing volunteers. The show would not exist without the extremely hard work by Senior Producer Sheyla Navarro and Co-Producer Catherine "Cat" Galeano. It all then seems to come together at showtime under the skilled guidance of Dena Schumacher, our Studio Production Manager.

We also have reached out to community residents through social functions. The Tiki Invasion, our beach party at Harbor Island held in conjunction with the Mamaroneck Village Recreation and Parks Department was an enormous success, so much so that we decided to make it an annual event. Our Awards Night also has become a community event showcasing our staff, interns, volunteers and outside producers.

We continue our outreach to the Community by covering Board meetings in all three municipalities and our two School Districts, monthly meetings of The Local Summit, local sports and other outside events.

Much of our Board's work has been consumed by our attempts to secure a new "home." Our Space Committee, headed by member John Verni, continues to focus on the Mamaroneck Avenue Firehouse project and other strong possible locations. We have received continued support in our efforts from the members of the Board of Control: Lorraine Walsh, Larchmont Village Mayor, Tom Murphy, Town of Mamaroneck Councilman and Norm Rosenblum, Mamaroneck Village Mayor.

I fully expect that we will have a final decision during 2017.

I have enjoyed working with CEO Erik Lewis and COO Matt Sullivan and I applaud the efforts and accomplishments of the staff.

I look forward to next year and achieving our vision of greater community coverage and involvement.

Respectfully submitted,
Jefferson D. Meighan, President
LMCTV Board of Directors

Management Report 2016

During 2016 LMCTV continued to search for space for the relocation and consolidation of operation. LMCTV has had to re-estimate upward the cost of renovation of all our prospective new locations which made us re-evaluate the feasibility of each location. The imminent sale of 145 Library Lane - the location of our Studio 2 - is spurring us to rapidly reach a conclusion on the space issue. The Firehouse at 147 Mamaroneck Avenue, the Town of Mamaroneck Town Center and one other possibility are currently under study. These developments have set up the coming year as a watershed year to resolve the space issue.

Besides working to solve the space issue, 2016 has seen significant new achievements.

Through the initiatives of Matt Sullivan, Dena Schumacher and the Village of Mamaroneck Recreation Department, a new and exciting annual event was created: The Tiki Invasion. An expansion of our traditional summer picnic, the Tiki Invasion is a party that partners with local businesses to provide an end of academic year celebration of LMCTV with friends and community partners. The debut event was sponsored by Molly Spillane's, Orange Bank & Trust, and the Alliance for Community Media Northeast. Special thanks go to the work of the Village of Mamaroneck Recreation and Parks Departments.

Through a resolution passed by the Village of Mamaroneck Board of Trustees, every October 20 will be known as "Community Media Day" in the Village of Mamaroneck. The national organization of public access stations - the Alliance for Community Media - put out a call to community media centers across the nation to create "Community Media Day." LMCTV responded by hosting its own events: on Thursday, October 20 the studio held an open house and members of the community were invited to be guests during a live taping of *The Local Live*.

The Local Live. *The Local Live* (TLL) is our weekly community news show offering live viewer interaction in roundtable discussions, news packages, sports highlights and more. Under the leadership of Senior Producer Sheyla Navarro and our new Co-Producer Catherine Galeano, along with volunteer producer-hosts and board members Maura Carlin and Michael Witsch, *The Local Live* produced 48 shows in 2016. A highlight of TLL in 2016 was exclusive breaking news on referenda in the Village of Mamaroneck which transferred the power to appoint Planning and Zoning Board members and the Village Attorney from the Mayor to the Board of Trustees. At the time, this was a little known ballot initiative.

Other notable stories and roundtable discussions included a show on domestic violence featuring roundtable guests from My Sister's Place in White Plains, reports on Mamaroneck High School students working at the New Hampshire presidential primary, local community leader Keith Yizar sharing his Muhammad Ali moments and coverage of numerous community events including the Firemen's Parade, Larchmont 125 Festival, Stemtastic and more.

(Continued on pg. 8-9)

Management Report 2016 (Continued)

We are particularly proud that *The Local Live* has been a springboard for volunteers and interns seeking entry to journalism. Among the success stories last year are: TLL volunteer Zack Broodie Stewart, news editor for News Channel 12; Ashley Billone, associate producer for A&E; Meral Kathwari, paid intern for ABC News; John Schifano, location scout for Showtime and Netflix.

Community Varsity Sports. The Community Varsity Sports program under the leadership of Community Sports Producer Rob Moretti produced 74 local sports contests with the assistance of 31 part-time videographers and commentators. Additionally, LMCTV Varsity Sports went to Buffalo in March to cover a historic state championship win by Mamaroneck High School's ice hockey team, the first for any Westchester school in the sport. Rob also, along with the volunteer efforts of some highly motivated members of his sports crew, began producing regular weekly sports highlight segments for *The Local Live*.

Programming on LMCTV. Programmer Stephen Aluisa has worked with LMCTV staff, volunteers, and local producers to bring video content to the Larchmont, Mamaroneck and Rye Neck communities using LMCTV's state of the art playback system designed by Tightrope Media Systems and DNR Laboratories. The system is capable of streaming live HD content over the LMCTV.org website. One of the programming highlights of 2016 was "Amor Hecho Pedazos" produced by Dena Schumacher and Sheyla Navarro with assistance from Andrey Gordon. Over a year in the making, this stop-motion LEGO series models itself as a traditional *telenovela*. This four-part series uses local voice actors speaking in Spanish along with English subtitles.

Community, Government and Afterschool Clubs. Under the leadership of Community and Government Production Manager Christina Carino-Forrest, LMCTV covered 143 municipal and school board meetings, over 250 on-location programs, including the Sound Shore St. Patrick's Day Parade and the Firemen's Parade, and conducted 5 afterschool video clubs teaching 41 grade schoolers the joy of media creation. The number of shoots paid for by community organizations was 31. That is an increase from past years. In addition, Christina pioneered a stop-motion workshop featuring LEGO animation with 17-year-old community producer Andrey Gordon. Their production was entitled *Olympians' Aphrodite: Goddess of Love* and was showcased at the Mamaroneck Public Library.

Studio, Special Classes and Filmmaking Workshop. Under the leadership of Studio Production Manager Dena Schumacher, LMCTV produced 268 studio productions in 2016.

Management Report 2016 (Continued)

Dena also taught two sessions of the Summer Teen Filmmaking Workshop involving 16 young persons. During the two workshops, students wrote, acted, directed, and edited their own short films as well as a “making of” documentary. Workshop One’s film “The Lord of the Bus Stop,” examines a societal break down in the modern telling of William Golding’s *Lord of the Flies*. Workshop Two’s film “The 7th Day,” focuses on three kids surviving a devastating annual storm, without the help of adults. In its sixteenth year, the workshops were a great success. The two dramas and their accompanying documentaries can be seen on the LMCTV website.

Community Bulletin Board. Community Bulletin Board Manager and Office Manager Sharon Latimer Mosley created over 500 informative community bulletins. Sharon has also taken the initiative in enhancing our social media presence, increasing LMCTV's twitter following to 662 followers and tweeting important highlights of our coverage and programming.

Fundraising. Our 2106 Membership Drive raised \$24,131 in contributions, Award Night ads totaled \$1,860 and Corporate Underwriting added at \$2,250.

Respectfully submitted,

Erik Lewis, CEO

Matt Sullivan, COO

LMCTV PROGRAMS 2007 TO 2016 FROM FACIL DATABASE

Year	Imports	Location	Sports	Muni-Meeting Tapes/Media	Studio	TOTAL
2007	513	284		181*	247	1225
2008	568	203		195*	194	1160
2009	519	287		250*	253	1299
2010	407	271		144	210	1032
2011	295	240**	65	140	166	906
2012	330	215	74	141	228	988
2013	297	249	72	133	241	992
2014	223	207	81	148	244	903
2015	287	219	79	135	225	945
2016	287	250	73	143	268	1021

*counts the number of tapes/DVDs used to shoot meeting, actual number of meetings is lower.

**In years prior to 2011, sports programs were included in location shows. In 2011 a separate Sports Category was tracked. In 2011 there were 240 Location shows and 65 Varsity Sports Shows for the total of 305.

SHOWS PLAYED AND NEW SHOWS FROM TIGHTROPE DATABASE

	2014 Show/Runs	2015 Show/Runs	2016 Show/Runs
Channel 75/36 – Public	442/12,976	416/12,828	448/16,049
Channel 76/35 – Municipal	107/3,870	98/3,375	117/1,739
Channel 77/34 – Educational/ Import	375/2,260	366/4,801	448/7,611
TOTAL	924/19,106	880/21,004	1,013/25,399

How to read the Cablecast Playback Report:

Show/Runs: A Show is a unique Show. A run is how many times the total of unique shows were run. Show/Runs reports on **Scheduled** shows, shows that were scheduled to play in year.

LMCTV Financials

Fiscal Year 2016

LARCHMONT-MAMARONECK COMMUNITY TELEVISION INC.

MONTHLY BUDGET V ACTUAL REPORT

	2016 Act	2016 Bgt	Diff	%Diff
INCOME				
Board of Control	605,000.00	605,000	-	0.0%
Award Show/Video Fest	2,460.00	4,500	(2,040)	-45.3%
Dinner/Event	-	17,000	(17,000)	-100.0%
Corporate Underwriting	2,250.00	4,000	(1,750)	-43.8%
Interest	21.48	30	(9)	-28.4%
Media Copying	2,520.00	2,000	520	26.0%
Membership Dues	17,872.00	15,500	2,372	15.3%
Other	2,508.78	1,000	1,509	150.9%
Professional Fundraising	-	10,000	(10,000)	-100.0%
Production Services	4,690.50	3,000	1,691	56.4%
Workshops	17,795.00	30,000	(12,205)	-40.7%
TOTAL INCOME	655,117.76	692,030	(36,912)	-5.3%
EXPENSES				
Advertising/Promotion	875.69	5,050	(4,174)	-82.7%
Audit/Accountant	3,500.00	3,600	(100)	-2.8%
Dental/Vision Benefit	2,539.50	3,300	(761)	-23.0%
Equipment Total	7,124.82	5,000	2,125	42.5%
Expense Account	530.68	1,200	(669)	-55.8%
Facilities	921.15	1,500	(579)	-38.6%
Fees	346.66	300	47	15.6%
Fund Event Award Show	3,056.72	3,000	57	1.9%

LARCHMONT-MAMARONECK COMMUNITY TELEVISION INC.

MONTHLY BUDGET V ACTUAL REPORT (cont.)

	2016 Act	2016 Bgt	Diff	%Diff
EXPENSES (cont.)				
Fund Dinner/Event	-	6,000	(6,000)	-100.0%
Fund Event Journal	-	-	-	-
Fund Event Other	472.03	-	472	0.0%
Fundraising Consultant	-	-	-	-
Insurance				
Directors & Officers	4,583.00	9,000	(4,417)	-49.1%
Prof Liab (Errors &				
Omissions)	4,470.00	5,000	(530)	-10.6%
Liability & Umbrella	7,661.59	5,000	2,662	53.2%
Internet/Computer	6,296.76	5,500	797	14.5%
Legal Fees	120.00	500	(380)	-76.0%
Medical Benefits/Health				
Insurance	52,059.60	52,068	(8)	0.0%
Membership Drive Expense	2,183.45	2,000	183	9.2%
Office Supply	3,000.33	3,500	(500)	-14.3%
Payroll:				
OS Technical	75.00	8,000	(7,925)	-99.1%
OS Cleaning	3,145.00	2,500	645	25.8%
Bookkeeper	2,300.00	2,200	100	4.5%
NY State Disability	437.20	1,200	(763)	-63.6%
Payroll Processing	2,746.44	2,750	(4)	-0.1%
Fica Taxes	31,288.89	31,000	289	0.9%
FUTA & SUI	2,188.71	5,000	(2,811)	-56.2%

LARCHMONT-MAMARONECK COMMUNITY TELEVISION INC.

MONTHLY BUDGET V ACTUAL REPORT (cont.)

	2016 Act	2016 Bgt	Diff	%Diff
EXPENSES (cont.)				
Fulltime staff + news 100	215,250.54	213,210	2,041	1.0%
Regular part-time 200	41,959.55	47,497	(5,537)	-11.7%
Irregular part-time 300	25,538.10	25,500	38	0.1%
Community Projects 400	2,866.50	5,000	(2,134)	-42.7%
Community News 450	51,027.12	51,912	(885)	-1.7%
Fee for Service Prod. Svcs 500	4,042.00	3,000	1,042	34.7%
Workshop Instruction 600	12,372.50	14,000	(1,628)	-11.6%
Sports Program (900)	56,387.59	56,946	(558)	-1.0%
Bonus				
Worker's Comp	2,484.14	3,000	(516)	-17.2%
Postage	845.69	2,000	(1,154)	-57.7%
Printing	475.83	500	(24)	-4.8%
Professional Societies	1,275.00	1,100	175	15.9%
Prog Prod Exp				
News	2,669.15	3,600	(931)	-25.9%
Sports	887.59	840	48	5.7%
Workshops	379.35	1,600	(1,221)	-76.3%
Other	2,257.12	1,960	297	15.2%
Service Contracts	15,314.37	17,000	(1,686)	-9.9%
Studio 2 alarm	1,107.68	1,200	(92)	-7.7%

LARCHMONT-MAMARONECK COMMUNITY TELEVISION INC.

MONTHLY BUDGET V ACTUAL REPORT (cont.)

	2016 Act	2016 Bgt	Diff	%Diff
EXPENSES (cont.)				
Studio 2 rent	33,728.16	32,285	1,443	4.5%
Studio 2 utilities	5,620.11	6,000	(380)	-6.3%
Town Center Rent	25,170.00	26,962	(1,792)	-6.6%
Subscriptions	279.30	250	29	11.7%
Travel	1,110.04	2,000	(890)	-44.5%
Utility Telephone	5,108.84	6,000	(891)	-14.9%
Videotape/Media Purchase	494.51	1,000	(505)	-50.5%
Worker Training (Prof. Development)	2,188.04	3,500	(1,312)	-37.5%
TOTAL EXPENSES	652,762.04	692,030	(39,268)	-5.7%

COMMUNITY SUPPORT OF LMCTV 2016

DONORS & CONTRIBUTORS TO \$99

69 Persons, Organizations or Families

DONORS & CONTRIBUTORS \$100-\$249

47 Persons, Organizations or Families

DONORS & CONTRIBUTORS \$250-\$499

14 Persons, Organizations or Families

Jeannette Bogart, Miriam & Thomas Curnin, Marty & John Farris,
Sabrina & Jeffrey Fiddelman, Robert Goodman, Lori & Bob Gordon,
Orange Bank & Trust Company, Dee Owen, Andrea & Andrew Potash,
Amy & Richard Slingerland, Andrew M. Spatz, Swagit, Linnet Tse, Leonard Verrastro

DONORS & CONTRIBUTORS \$500-\$999

16 Persons, Organizations or Families

Janet & Stephen Bear, Maura & Glenn Carlin, Lake & Mike Charles, Coxe & Graziano,
Sunny & Brad Goldberg, Emily & Eugene Grant, Karen Cromer Issac & Paul Isaac,
Mamaroneck Self Storage, Jefferson Meighan, Nu-Way Heating & Air Conditioning,
Robert's Army & Navy Store, The Toy Box, The UPS Store, Michael Witsch, Vincent's Garage

CORPORATE UNDERWRITERS 2016

Coxe & Graziano Funeral Home
Mamaroneck Self Storage
Nu-Way Heating and Air Conditioning
Robert's Army & Navy
The Toy Box
The UPS Store
Trustco Bank
Vincent's Garage

LMCTV BANK ACCOUNT BALANCES AS OF 12/31/16

Checking Account—\$63,317.88

Money Market Account—\$8,680.25

Project Fiscal Sponsor Escrow Fund Account—\$9,471.93

Winners of the Twenty-Sixth Annual Awards Night - May 25, 2016

BEST VIDEOGRAPHY FOR A COMMUNITY PRODUCTION

Village of Larchmont Memorial Day Parade – Xavier Campo

BEST SINGLE PROGRAM

The Westchester Chordsmen Chorus:

A Cappella Festival at Mamaroneck High School – Stephen Bartell

BEST NEW SERIES

Give and Take – Cicely Greaves

BEST SERIES

Scriptless – Alan Bendich

BEST OVERALL LOCAL LIVE NEWS PACKAGE

The Face of Hunger by Brenda Blanco

BEST EDITOR FOR A LOCAL LIVE PACKAGE

Open Door School Based Health Center by Philippa Wharton

BEST VIDEOGRAPHY FOR A LOCAL LIVE NEWS PACKAGE

Boat Safety - Andrew Rio

LMCTV VARSITY SPORTS PLAY OF THE YEAR

“Mackie saves, so Knowles can score”

THE VAL ESTABROOK AWARD FOR OUTSTANDING WORK IN SCHOOL VIDEO

*The 2016 MHS New Hampshire Primary Project -
Jesse Dancy, Emily Dombroff, Margaret Groninger,
Joe Liberti, Evan Madin*

THE PAUL GALLANTER SPECIAL RECOGNITION AWARD

Christian Szokolay

THE JOSEPH P. FRAIOLI VOLUNTEER OF THE YEAR AWARD

Zacky Broodie-Stewart

THE MARY ANNE SULLIVAN AWARD FOR OVERALL ACHIEVEMENT IN COMMUNITY TELEVISION

Assemblyman Steve Otis

