



**Portsmouth  
Cable Commission Meeting  
3:30 p.m. – February 3, 2010  
City Hall/City Manager’s Conference Room**

---

The Portsmouth Cable Commission met on Thursday, February 3, 2010 at 3:30 p.m.

- I.** Call to Order - The following were present:
- John Gregg, Chairman
  - Kathy Pearce, Commissioner
  - Nancy Beach, Commissioner
  - Brian Gregg, Commissioner
  - William Southworth

Also present was Alan Brady, Communication Supervisor.

Chairman John Gregg called the meeting to order at approximately 3:40 p.m.

- II.** **Approval of Minutes – December 10, 2009, January 6 and January 19, 2010** – The minutes of the December 10, 2009, January 6 and January 19, 2010 meetings were approved as presented.

The Chair was excited about the 21 Applications and impressed by the talent represented.

The Chair stated today will be focused on going through the interview process.

The minutes will show that we discussed all the candidates regarding their qualifications without going into specifics.

The method of the interview process was discussed. The Chair presented the members with a Board Applicant Interview Process sheet to help in discussion.

The Chair stated that no one responded saying that none of the times were okay.

There will be three sessions with 7 people per session. We will stage small group discussions, seven people at a time with a moderator. It was decided that the Chair would be the moderator. We will need to get notices out to the candidates and be prepared to submit the slate of candidates to the City Council sometime in March. Suzanne Woodland reserved Conference Room A. The Chair suggested having a list of tasks that the Board will have to deal with during the first year or two. The Chair prepared a worksheet that might help with the members making notes.

Alan Brady suggested getting to know the candidates first (like an interview) and then have the round table discussion.

Kathy Pearce explained that the members sit in a different spot, when five minutes is up the bell rings, move to the next person until you’re back to the person you’ve started with.

The member will introduce themselves with their background to the candidate. The members will use a “speed interviewing” approach.

Each of the members will have an area of topic to focus on as follows:

Alan Brady – Internet and communications

Nancy Beach – Financial/Fund Raising

Kathy Pearce – Time

John Gregg – Arts

Brian Gregg – Non-Profits

Bill Southworth – Visual media technology and start up issues

The question and answer session will be at the end.

Brian Gregg suggested for each of them to consolidate their own notes if they had a form to take a few notes as a summary for each candidate. John Gregg will e-mail the sheet he prepared for the members to revise to their individual needs.

A dot system was suggested to place next to the candidate they chose.

Nancy Beach suggested that the Chair make each of the boxes a little bigger for more space for their notes.

The Chair will take care of which candidate goes in which session accommodating their time restrictions.

It was decided they would make a decision on the candidates on the evening of the 18<sup>th</sup> up to 9:00 p.m.

Bill Southworth will be available on February 11<sup>th</sup>, not on the 18<sup>th</sup> but will call in on the 18<sup>th</sup>.

We will be meeting on February 11 and 18, 2010 and our next regular meeting will be March 11, 2010 at 3:30 pm.

## **V. Adjournment**