

Orion Community Cable Communications Commission
Minutes of Regular Meeting
August 9, 2018
ONTV Studio, 1349 Joslyn Road, Lake Orion

Members Present: Ralph Painter, Sarah Paine, Joseph P. Belanger, Donni Steele
Doug Hobbs, John Steimel

Members Absent: John Ranville, Tom Watson, Jim Zsenyuk

Also Present: ONTV Executive Director Ian Locke, OCCCC Administrator Diane Griffiths

1. Call to Order

Meeting called to order at 7:05 pm by Chair R. Painter.

2. Call to Public

None.

3. Approval of Agenda

Moved by J. Steimel, seconded by D. Steele to approve the agenda as amended, adding:

Item 8A1. Second Quarter Franchise/PEG Fee Report,

Item 8A2. Letter Dated August 1, 2018 re: Important Information – Channel Lineup Changes, and

Item 10D. R. Painter's MI NATOA Lunch Meeting Report.

Motion carried.

4. Approval of Minutes

A. Regular Meeting of June 14, 2018

Moved by J. Steimel, seconded by S. Paine to approve the minutes as submitted. Motion carried.

5. Commission Business

A. Funding Requests from ONTV Executive Director I. Locke

1. Comcast Fiber Project #1, Activation of Two Dark Fibers at Orion Township Hall

I. Locke explained that ONTV would be able to backup all files, including OCCCC files, offsite, using the existing dark fiber at Orion Township Hall.

Moved by J. Belanger, seconded by D. Hobbs to approve the expenditure of \$3,018.41 to activate the fiber, with funds to come from Capital Improvements. Motion carried.

2. Comcast Fiber Project #2, New Fiber Run in the Village from Behind 37 East Flint Street to Children's Park Parking Lot

I. Locke explained that, with this fiber run, more downtown events could be covered by ONTV.

Moved by J. Belanger, seconded by J. Steimel to approve the expenditure of \$3,331.71, with funds to come from Capital Improvements. Motion carried.

Moved by J. Belanger, seconded by J. Steimel to amend the 2018 Budget by moving \$10,000 from Asset Replacement to Capital Improvements. Motion carried.

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B. OCCCC Travel and Education Policy Revisions

Moved by D. Steele, seconded by D. Hobbs to accept the changes as amended. Motion carried.

6. Treasurer's Report

A. Payment of Bills

Moved by D. Steele, seconded by J. Steimel to approve payment of the bills paid between meetings in the amount of \$3,161.95 and the bills presented at the meeting in the amount of \$8,690.35, for a total of \$11,852.30. Motion carried.

B. 2017 Financial Audit

Moved by D. Steele, seconded by S. Paine to accept Treasurer J. Belanger's suggestion to close the Bank of America checking account and deposit the funds in the Comerica money market account. Motion carried.

Moved by D. Steele, seconded by J. Belanger to move the excess over \$250,000 in the Oxford Bank checking account, after ONTV is paid in October, to the Comerica money market account. Motion carried.

Moved by J. Steimel, seconded by D. Steele to receive and file the 2017 Financial Audit and to forward it to the Village of Lake Orion, Orion Township, and the State of Michigan. Motion carried.

7. ONTV Board Report

A. May, 2018 Meeting Minutes

B. July, 2018 Meeting Synopsis

C. Building Update

D. Updated Board Member Roster

Moved by D. Steele, seconded by D. Hobbs to receive and file the ONTV Board Report. Motion carried.

8. Cable Providers' Reports

A. Comcast

1. Second Quarter Franchise/PEG Fee Report

2. Letter Dated August 1, 2018 re: Important Information – Channel Lineup Changes

B. AT&T

Moved by J. Steimel, seconded by D. Steele to receive and file the cable providers' reports. Motion carried.

9. Administrator's Report

A. Subscriber Concerns Log

Moved by J. Steimel, seconded by D. Hobbs to receive and file. Motion carried.

10. Upcoming Conferences and Conference Reports

A. Alliance for Community Media National Conference, Baltimore, Maryland, July 11 – 13, 2018

1. J. Belanger Conference Report

2. R. Painter Conference Report

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B. NATOA National Conference, Philadelphia, PA, August 27 – 30, 2018

C. CS-ACM Conference & Trade Show, Alliance, Ohio, October 26 – 28, (Philo Festival October 27)

D. MI-NATOA Lunch Meeting Report – R. Painter

Moved by J. Steimel, seconded by D. Steele to receive and file all reports. Motion carried.

11. Communications Received

A. July 9, 2018 Letter from State of Michigan Department of Treasury

Moved by D. Steele, seconded by S. Paine to receive and file the correspondence. Motion carried.

12. Commissioner Comments

S. Paine complimented J. Belanger and R. Painter on their nice conference reports. J. Belanger thanked the commission for letting him attend the conference. D. Steele announced that there is a new water fountain on the trail at Clarkston and Rhodes Road. R. Painter enjoyed the conference and the MI NATOA meeting.

13. Adjournment

Moved by D. Hobbs, seconded by D. Steele to adjourn the meeting. Motion carried. Meeting adjourned at 8:24 pm.

Respectfully submitted,

Diane Griffiths
Administrator