

Orion Community Cable Communications Commission
Minutes of Regular Meeting
August 13, 2020
Virtual Meeting
Draft Minutes – to be approved at the next regular meeting

Members Present: Ralph Painter, Tom Watson, Joseph P. Belanger,
Donni Steele and John Steimel until Agenda Item 10

Members Absent: Doug Hobbs, Sarah Paine, John Ranville, Jim Zsenyuk

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

1. Call to Order

The meeting was called to order at 6:00 pm by Chair R. Painter.

2. Call to Public

None.

3. Approval of Agenda

Moved by T. Watson, seconded by J. Steimel to approve the agenda as submitted. Motion carried.

4. Approval of Minutes

A. Regular Meeting of June 11, 2020

B. Special Meeting of July 16, 2020

Moved by J. Steimel, seconded by D. Steele to approve the minutes of both meetings. Motion carried.

5. Commission Business

A. NATOA Virtual Conference Attendance

J. Belanger is registered for this four day virtual conference, and he will participate from the ONTV studio. OCCCC members, ONTV Board members, and ONTV staff are invited to attend. It was suggested that lunch and snacks could be provided to the attendees.

Moved by D. Steele, seconded by T. Watson to approve the expenditure of up to \$120 for lunch and snacks for the virtual conference attendees. Motion carried.

B. Franchise/PEG Fee Report

Moved by J. Steimel, seconded by J. Belanger to receive and file the report. Motion carried.

C. Updated Commission Member Roster

Moved by J. Belanger, seconded by J. Steimel to receive and file the roster. Motion carried.

D. Grant #200801, Lake Orion Community Schools: Roger Smith, LOHS Broadcast/Video Teacher

R. Smith stated that he submitted the grant application based on student demand up to March 12 of this year, when schools closed due to COVID19. There are 28 students enrolled in the advanced class for this fall. This grant would provide one camera, tripod, and headphone set for every two students. They will not be producing a daily newscast or covering live sports this fall, but they still will be producing.

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Moved by T. Watson, seconded by J. Steimel to approve the grant in the amount of \$18,000. Grant money can be used for equipment and supplies not included in the grant, as well as the equipment requested, as long as the cost does not exceed \$18,000. Motion carried.

D. Steele thanked R. Smith for doing school when there was no school. J. Steimel requested some programming about what students are doing during the pandemic.

6. ONTV Board Report

A. July, 2020 Meeting Draft Minutes

B. Updated Board Member Roster

Moved by J. Belanger, seconded by J. Steimel to receive and file the minutes and roster. Motion carried.

C. Video: LOHS 2020 Graduation Ceremony

R. Painter was very impressed with the quality of the graduation ceremony video. I. Locke was proud that they were able to provide live coverage of the graduation because all the technology that was needed was in place due to equipment purchases by the Commission over the last few years. The ONTV crew was able to easily interface with the vendor, and there were 5,000 viewers watching the ceremony live.

7. Treasurer's Report

A. Payment of Bills

Moved by J. Steimel, seconded by T. Watson to approve payment of the bills paid between meetings in the amount of \$13,398.50, and the bills presented for payment at the meeting in the amount of \$52,013.42, for a total of \$65,411.92. Motion carried.

B. 2019 Financial Audit

The audit has not been completed, and it is not known when it will be completed.

8. Cable Providers' Reports

A. Comcast

1. Second Quarter 2020 Franchise/PEG Fee Reports – Village and Township

B. AT&T

1. Second Quarter 2020 Franchise/PEG Fee Reports – Village

Moved by J. Steimel, seconded by T. Watson to receive and file. Motion carried.

9. Administrator's Report

A. Subscriber Concerns Log

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

10. Conferences and Conference Reports

A. July, 2020 ACM Report – R. Painter

R. Painter learned a lot from the workshops he attended via Zoom. One of the most important was on how to write proposals for fundraising. He learned that an essential building block needs to be identified, and he would like to expand the role of the outreach coordinator. He would like

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to appoint three members from OCCCC and three members from ONTV to form two committees to discuss the future of ONTV. J. Belanger suggests that R. Painter go forward with this plan.

D. Steele agreed with forming two committees.

Moved by T. Watson, seconded by J. Belanger to receive and file the report and set up two committees. Motion carried.

Because there was no longer a quorum at the meeting, the motion was invalid, but it was the general consensus of those present, and D. Steele, that two committees should be formed.

B. NATOA National Virtual Conference, August 31 – September 3, 2020

J. Belanger encouraged attendance at the virtual conference as an opportunity to see what they're about without traveling. The workshop schedule will be sent to members.

R. Smith also expressed interest in attending, or viewing the recordings.

11. Communications Received

A. Letter from State of Michigan Department of Treasury re: audit report for FYE 12/2019

Moved by J. Belanger, seconded by T. Watson to accept and file the correspondence.

Motion carried.

12. Commissioner Comments

J. Belanger read in the Lake Orion Review that nobody in LOHS has tested positive for COVID19, so they must be doing something right. T. Watson was reappointed to a two year term and is thankful for the opportunity to serve the community through the Cable Commission and the ONTV Board. R. Painter couldn't wait to see graduation, and thought ONTV did a great job.

13. Adjournment

Moved by J. Belanger, seconded by T. Watson to adjourn the meeting. Motion carried.

Meeting adjourned at 7:16 pm.

Respectfully submitted,

Diane Griffiths
Administrator