

Orion Community Cable Communications Commission
Minutes of Regular Meeting
October 8, 2020
Virtual Meeting

DRAFT MINUTES – TO BE APPROVED AT THE NEXT REGULAR MEETING

Members Present: Ralph Painter, Joseph P. Belanger, Donni Steele, Doug Hobbs, Jim Zsenyuk, S. Paine at Agenda Item #5B, J. Steimel at Agenda Item #5C

Members Absent: John Ranville, Tom Watson

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

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 D. Steele, seconded by D. Hobbs to approve the agenda with the addition of Agenda Item #7C, 2021 Proposed Budget. Motion carried.

4. Approval of Minutes

A. Regular Meeting of August 13, 2020

Moved by D. Hobbs, seconded by D. Steele to approve the minutes as submitted. Motion carried.

5. Commission Business

A. Transfer of Fixed Assets from ONTV to OCCCC

Treasurer J. Belanger stated that OCCCC, over the course of this year, has paid ONTV for their fixed assets. The amount, including depreciation, of \$149,000 was finalized by auditor Mike DeVries after the ONTV 2019 Financial Review. The van has a value of \$16,000, which M. DeVries suggested be kept in ONTV's name.

Moved by D. Steele, seconded by J. Belanger to accept the finalized transfer of fixed assets excluding the truck. Motion carried.

B. ONTV Strategic Plan

R. Painter explained the need for a strategic plan for ONTV. One of the workshops he attended at the ACM conference suggested a board survey and a strategic plan. He would like to form a committee with three members from OCCCC and three from the ONTV Board, with ad hoc members I. Locke and D. Griffiths. The previous strategic plan accomplished seventeen of the objectives.

D. Hobbs suggested waiting to form this committee until the two new members are appointed to OCCCC by the end of the year. R. Painter is planning to have the plan done by next September, to be implemented in 2022.

Moved by J. Belanger, seconded by D. Steele to form a committee of three OCCCC members and three ONTV Board members to create a strategic plan for ONTV, to be effective in 2022.

Motion carried.

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C. Acknowledgement of Last OCCCC Meeting for J. Ranville and J. Steimel

Both J. Ranville (Village Council) and J. Steimel (Township Board) are representatives of their boards to the cable commission, and are not seeking re-election. Their terms on the cable commission will end by the end of November. R. Painter (virtually) presented appreciation plaques for their many years of service to the cable commission. J. Steimel said he was lucky enough to serve with some of the founders of the cable commission, which gave him a good idea of what their mission statement was all about. He was a supporter of public access, and tried to keep the spirit alive. Commission members thanked J. Steimel for his service.

6. ONTV Board Report

A. Synopsis of September 10, 2020 Regular Meeting

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

7. Treasurer's Report

A. Payment of Bills

Moved by D. Steele, seconded by J. Zsenyuk to approve payment of the bills paid between meetings in the amount of \$23,386.33 and the bills presented for payment at the meeting in the amount of \$103,208.42, for a total of \$126,594.75. Motion carried.

B. 2019 Financial Audit

Treasurer J. Belanger reviewed the audit for Commission members, stating that there is really nothing new this year. Moved by D. Steele, seconded by J. Steimel to receive and file the audit, with a copy to be provided to the Village of Lake Orion and Orion Township and filed with the State of Michigan.

C. 2021 Proposed Budget

J. Belanger presented the proposed budget, and encouraged members with suggestions to contact him. Moved by D. Steele, seconded by D. Hobbs to receive and file the proposed budget as presented. Motion carried.

8. Cable Providers' Reports

A. Comcast

1. August 27, 2020 Letter re: Cartoon Network Moving to Digital Preferred Package

B. AT&T

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

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

9. Administrator's Report

A. Subscriber Concerns Log

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

10. Conferences and Conference Reports

A. September, 2020 ACM Report – R. Painter

The Strategic Plan committee will be looking at some of the points in this report.

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

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11. Communications Received

A. Letter from State of Michigan Department of Treasury re: audit report for FYE 12.2019

B. Village of Lake Orion Resolution Reappointing J. Zsenyuk and T. Watson to OCCCC

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

12. Commissioner Comments

D. Hobbs asked if the facility had been painted yet. D. Griffiths and I. Locke responded that it has been completed, and Supreme Coats did a good job and were easy to work with. J. Zsenyuk thanked J. Steimel for fifteen years of service. D. Steele thanked J. Steimel and added that she hoped his new endeavor is fun and satisfying. J. Belanger thanked J. Steimel. S. Paine thanked J. Steimel and said he will be missed, there will be a big void. J. Steimel said he will miss everyone on the commission. R. Painter is going to miss J. Steimel. He also said that ONTV covered the ground breaking for the new township hall, but didn't include much about it in their news. I. Locke responded that it was because some of his staff were on a fourteen day vacation due to COVID19. I. Locke said that ONTV will again host their Wildwood Festival, and instead of a viewing in the Oxford Theater, there will be a virtual showing on the ONTV website, Facebook, etc. J. Belanger asked if there would be a fundraiser again, but most of the money raised was due to passing the hat in the theater, and that won't happen this year. J. Belanger also asked about an award that ONTV received from the Alliance for Community Media. I. Locke said they won a Philo in the community event category, for their piece on the opening game at the Miracle Field.

13. Adjournment

Meeting adjourned at 8:22 pm.

Respectfully submitted,

Diane Griffiths
Administrator