

OXFORD AREA CABLE COMMUNICATIONS COMMISSION REGULAR MEETING, MONDAY, FEBRUARY 23, 2015

A Regular Meeting of the Oxford Area Cable Communications Commission was held Monday, February 23, 2015 at the Oxford Veteran's Memorial Civic Center, 2nd Floor, 28 N. Washington St., Oxford, MI 48371.

Members Present: Ed Hunwick (Chairman, Oxford Township), Charlene Sutherby (Vice-Chairperson), Susan Bossardet (Secretary), Lori Fisher (Treasurer), and Melvin "Buck" Cryderman (Oxford Township).

Members Absent: None

Also Present: Station Manager Bill Service, Dave Kenny, Teri Stiles and Elgin Nichols.

Chairman Hunwick called the meeting to order at 3:00 p.m.

Respects to the Flag

APPROVAL OF THE AGENDA

Commissioner Fisher moved, Commissioner Cryderman seconded, to approve the Regular Meeting Agenda of February 23, 2015 as presented

Ayes: 5 Nays: 0 Absent: 0

Motion Carried.

PUBLIC COMMENTS ON ITEMS NOT ON THE AGENDA

None.

APPROVAL OF MINUTES

Commissioner Fisher moved, Commissioner Sutherby seconded, to approve the minutes of December 22, 2014 as amended to indicate that Commissioner Fisher voted "Nay" on the motion on page 2 regarding the Oxford Township Audio/Video Equipment and to approve the minutes of January 26, 2015 as presented.

Ayes: 5 Nays: 0 Absent: 0

Motion Carried.

BILL REVIEW

Commissioner Fisher moved, Commissioner Cryderman seconded, to approve the Income and Expense Report for 01/26/15 – 02/09/15 in the total amount of \$21,338.58, as presented.

Ayes: Fisher, Hunwick, Sutherby, Bossardet, Cryderman

Nays: None

Absent: None

Motion Carried.

Commissioner Sutherby moved, Commissioner Fisher seconded, to receive and file the Revenue and Expenditure Report for Period Ending 02/28/2015, as presented.

Ayes: 5 Nays: 0 Absent: 0

Motion Carried.

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Commissioner Sutherby moved, Commissioner Fisher seconded, to receive and file the Invoice GL Distribution Report for 01/01/15-01/31/15.

Ayes: 5 Nays: 0 Absent: 0
Motion Carried.

UNFINISHED BUSINESS

OACCC Inter-local Agreement

Chairman Hunwick will get a clean, original copy of the Inter-local Agreement and circulate it to each community for approval and signature.

2014 OACCC Budget Amendments – Follow-up

Commissioner Bossardet moved, Commissioner Cryderman seconded, to set this item aside until the March 23, 2015 meeting.

Ayes: 5 Nays: 0 Absent: 0
Motion Carried.

NEW BUSINESS

Assignment of Fund Balance to Future, Potential Projects

Discussion only. No action.

Revised Secretary Fees for 2015

Commissioner Sutherby moved, Commissioner Cryderman seconded, that beginning March 2015 the OACCC minutes will be done in-house.

Ayes: Hunwick, Sutherby, Bossardet, Fisher
Nays: Cryderman
Absent: None
Motion Carried.

Commissioner Fisher moved, Commissioner Sutherby seconded, to pay the Recording Secretary \$125.00 to complete the meeting minutes for 02/23/2015.

Ayes: Sutherby, Bossardet, Cryderman, Fisher, Hunwick
Nays: None
Absent: None
Motion Carried.

New Invoice for Ongoing AT&T Audit

AT&T Demand Letter Fee

Discussion only. No action.

Legal Bill from Mike Watza

Commissioner Bossardet moved, Commissioner Sutherby seconded, to pay invoice #372764 dated 01/30/2015 from Kitch, Drutchas, Wagner, Valitutti & Sherbrook in the amount of \$45.00.

Ayes: Sutherby, Bossardet, Cryderman, Fisher, Hunwick
Nays: None
Absent: None
Motion Carried.

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Revised Meeting Schedule with Rotating Meeting Locations

Commissioner Bossardet moved, Commissioner Sutherby seconded, to receive and file the OACCC Meeting Dates and Locations for 2015 as submitted and requested that a copy be sent to each municipality's Clerk's department.

Ayes: 5 Nays: 0 Absent: 0

Motion Carried.

COMMITTEE REPORTS

School Participation Committee

Chairman Hunwick, Teri Stiles and Bill Service met with Mr. Chaz Millard, the new Media Instructor at the high school. There seemed to be more of a willingness to work together in the future and Mr. Millard is planning on working it into next year's program and curriculum.

Technical Committee

None.

Personnel Committee

None.

Facilities Committee

None.

MANAGER'S REPORT

Manager's Report

- ◆ One of the hard drives on a 15-year-old eight hard drive computer went down. While it has since been temporarily repaired, it will need to be replaced with an updated file server. This will cost approximately \$3,500.00, which is within the budget.
- ◆ OCTV has joined the Michigan Association of Broadcasters.
- ◆ The staff covered 45 sporting events during the months of January and February. March will offer a short break from sports and concerts.
- ◆ A very nice "Thank you" note was received from Lynn Grabenstein, who is the daughter of WW2 veteran, Richard Terpstra, regarding a recent "My Life" program.

COMMISSIONER COMMENTS

Commissioner Bossardet asked Ms. Stiles if the issue with the Planning Commission assignment to the communities had been resolved. Ms. Stiles indicated that it will be all set by March.

Chairman Hunwick stated that he appreciates all the great work that everyone does at the station.

PUBLIC COMMENTS

None.

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ADJOURNMENT

Commissioner Sutherby moved, Commissioner Fisher seconded, to adjourn the meeting at 4:31 p.m.

Ayes: 5

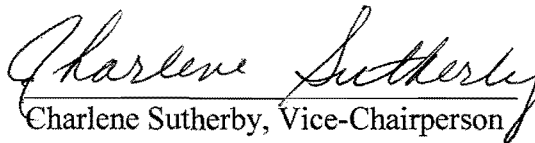
Nays: 0

Absent: 0

Motion Carried



Ed Hunwick, Chairperson



Charlene Sutherby, Vice-Chairperson

3-23-2015

Date Approved

/s/mm