

Meeting of the Oxford Area Cable Communications Commission  
February 24, 2020  
2975 Seymour Lake Road, Ste A, Oxford MI 48371

- 1) Chair Ed Hunwick called the meeting to order at 4:00 p.m.
- 2) Respects to the Flag
- 3) **Members Present:** Ed Hunwick (Chair, Township of Oxford), Char Sutherby (Vice-Chairperson, Leonard Village), Bill Dunn (Township of Oxford), Maureen Helmuth (Village of Oxford) Jacob Newby (Township of Addison)

**Also Present:** Bill Service Dave Kenny, (via phone) Teri Stiles

**4) Approval of Agenda:**

**Motion by Commissioner Dunn motioned to add election of officers for 2020 to agenda item 6A/seconded by Commissioner Newby. Commissioner Helmuth requested to move item 12 to 6C.**

**Motioned by Commissioner Sutherby/second by Dunn to accept agenda as amended.**

**Ayes: 5      Nays: 0      Motion Carried**

**5) Public Comment: - None**

**6) Approval of OACCC Meeting Minutes November 25, 2019**

**Motion by Commissioner Newby/second by Helmuth.**

**Ayes: 5      Nays: 0      Motion Carried**

**B) Election of Officers:**

**Commissioner Dunn motioned to keep same officers in position as 2019/second by Commissioner Helmuth**

**Roll Call Vote:      Ayes: 5      Nays: 0      Motion Carried**

**C) Manager Report - Mgr Service**

**Still have concerns about the Villages and Addison Township share of Franchise Fees. Appreciate Oxford Township contribution. Spoke of importance of OCTV to local community. Concern about growing coverage capability due to funding. Cites viewer numbers and asks commissioners to promote funding to their communities.**

Franchise fees are up. Lost two employees Danielle Smith and Elgin Nichols (of 9 years). Hired Steven Bauer. Did not get grant from Four County Community Foundation but will try again. Manager and Teri Stiles received community leadership award. OCTV worked on a video for Leonard to submit for community improvement opportunity.

Motion by Dunn/second by Commissioner Sutherby to receive and file Manager Report.

**Ayes: 5      Nays: 0      Motion Carried**

7) Bill Review:

A) OACCC Expense/Revenue Bill Run for Approval- 11/25/19-12/23/19

B) Commissioner Dunn motioned to receive and file items 7 A, B,C , E & F and to pay D in the of \$29, 904.29/ second by Sutherby

C) **Roll Call Vote:      Ayes: 5      Nays: 0      Motion Carried**

Helmuth motioned to Expense/Revenue Bill Run (7D) in the amount of \$29, 787.43/second by Dunn

C) **Roll Call Vote:      Ayes: 5      Nays: 0      Motion Carried**

B) OACCC Year to Date Revenue and Expense Report - 2019

C) OACCC Invoice GL Distribution Reports for - November & December 2019

D) OACCC Expense/Revenue Bill Run for Approval - 1/6/20 - 2/3/20 \$29, 904.29

E) OACCC Year to Date Revenue and Expense Report 2020

F) OACCC Invoice GL Distribution Report for January 2020

8) Unfinished Business :

A. **Request Permission to ask Addison Two and Village of Oxford for full franchise fees - Stiles**  
Permission not needed.

9) Receive and File Items: :

**A) Oakland County Investment Pool -**

**Commissioner Dunn motioned to receive and file/second by Helmuth.**

**Role Call Vote      Ayes: 5    Nays: 0    Motion Carried**

**10) New Business**

**A) Charter Franchise Fee Revenues - Service**

**Commissioner Dunn motioned to receive and file/second by Helmuth.**

**Role Call Vote      Ayes: 5    Nays: 0    Motion Carried**

**11) Committee Reports:**

**1. Technical Committee - Hunwick, Newby - None**

**2. Personnel Committee - None**

**3. Facilities Committee - Suspended (Remove)**

**Commissioner Dunn motioned to remove Committee Report from future Agendas/second by Helmuth.**

**Role Call Vote      Ayes: 5    Nays: 0    Motion Carried**

**Dunn motioned to receive Committee reports until further notice/second by Newby**

**Role Call Vote      Ayes: 5    Nays: 0    Motion Carried**

**COMMISSIONER COMMENTS**

**Vice Chair Sutherby - None**

**Commissioner Newby - None**

**Commissioner Helmuth - None**

**Commissioner Dunn - Wish Elgin success, he will be missed. Teri thoughts and prayers (for loss of brother).**

**Chair Hunwick - Condolences to from board and personally. Congratulations to Teri & Bill for Leadership Award. Elgin will be missed.**

**PUBLIC COMMENTS - None**

**ADJOURNMENT**

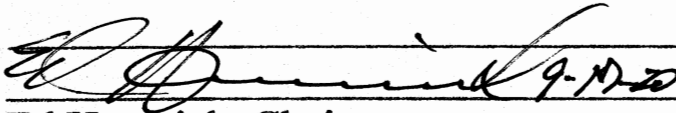
**Commissioner Dunn moved/ seconded, by Commissioner Helmuth**

to adjourn at 4:23 PM

Ayes: 4

Nays: 0

Motion Carried



Ed Hunwick, Chairperson  
Chairperson

 08/24/2020

Charlene Sutherby, Vice-

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Date Approved

/t/s