

Oxford Area Cable Commission

September 26, 2022

Oxford Township Offices, 300 Dunlap Road

A regular meeting of the Oxford Area Cable Commission was held on September 26, 2022 at 300 Dunlap Road, Oxford, Michigan, at 4:30 p.m.

PRESENT: Absent: Maureen Helmuth, John Hawkins

- 1) Call to Order:
- 2) Respects to the Flag
- 3) Roll Call : Ed Hunwick (Chair) , Catherine Colvin (Treasurer) , Karen Geibel (Vice-Chair)
Also Present Station Manager Teri Stiles, Dave Kenny, and Kyle Snage.
- 4) Approval of Agenda: Moved by Commissioner Geibel , supported by Commissioner Colvin to approve the agenda as presented. All ayes, motion carried.
- 5) Public comments on items not on the agenda: None
- 6) Minutes: Approval of Minutes of OACCC Meeting, August 29, 2022

Moved by Commissioner Colvin, supported by Commissioner Geibel to approve the minutes of August 29, 2022. All ayes, motion carried.

7) Bill Review:

- A. OACCC Expense Revenue Bill Run for Approval -8/29/22. Moved by Geibel to pay the bills in the amount \$11,691.70, supported by Commissioner Colvin. Roll call all ayes, motion carried.
- B. OACCC Year to Date Revenue & Expense Report through through August 31, 2022
- C. OACCC Invoice G/L Distribution Report for June, July 2022

Commissioner Colvin moved to Receive and File Bill Review items B & C, supported by Commissioner Geibel. Roll Call Vote: All ayes, motion carried.

8) Receive and File:

Oakland County Investment Pool: Geibel moved second by Colvin to receive and File. All ayes, motion carried.

9) Unfinished Business:

A. Research Specs for Backup Generator for OCTV Studio - Manager Stiles was informed by Oxford Township Parks and Recreation Maintenance Manager that two generators came to vendor he works with and will forward a bid amount to Manager Stiles in October. Manager Stiles will bring it to commission.

B. Discussion of Next OACCC meeting date: Commission agreed to next meeting date is October 24, 2022. Stiles will present budget at October meeting.

10) New Business

A. Budget Amendments - Stiles

- 1) Amended Studio Equipment budget, adding \$4,500.00, from General Fund, due to production of outdoor lighted OCTV sign for north side of building.
- 2) Amended Computer Equipment adding \$2,000, from General Fund, due to purchase of additional streaming computer .

Roll Call Vote: All ayes, motion carried.

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11) Manager's Report - Stiles

Manager Stiles reported the lighted building sign has been installed. Generator is in and will receive a price quote in the next month. Presented OCTV Productions to Addison and Oxford Township as well as Village of Leonard with positive feed back from all. The Village of Oxford council is next month. Leonard clerk informed manager she is working on the numbers for franchise fee payments. Purchased a second lap top for streaming and planning on a third in 2023.

12) Committee Reports:

1. Technical Committee - Ed Hunwick - None
2. Personnel Committee - Maureen Helmuth & Karen Geibel - None

13) Commissioner Comments: None

14) Public Comment: None

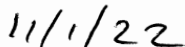
15) Adjournment: Commissioner Colvin moved, supported by Commissioner Geibel to adjourn at 4:53 PM . All ayes, motion carried.

Ed Hunwick Chair

Date



Karen Geibel



Date

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