

**Mid Michigan Area Cable Consortium
Board of Directors Regular Meeting
July 19th, 2018 3:00 P.M.**

I. Call to order: Roll Call.

II. Approval of the Agenda

III. Approval of minutes from the June 6th, 2018 regular meeting

IV. Treasurer's Report

- a. Financial Statement: June 2018
- b. Motion to pay bills : July 2018

V. Correspondence:

- a. Complaint communications:
- b. Employee monthly meeting report July 2018
- c. Directors Report July 2018

VI. Public Comments: restricted to (3) three minutes regarding issues not on this agenda

VII. New Business:

- a. 2018 Mid Year Strategic Planning Update
- b. Ithaca Withdrawal

VIII. Old Business

IX. Other Business

X. Adjourn

Mid Michigan Area Cable Consortium
Meeting Minutes June 6th, 2018

Call to order: Roll Call: The meeting was called to order by Kim Smith at 3:03 PM with Diane Lyon, Bobbie Marr, Jeremy Howard, Tracey Connelly and Carey Hammel in attendance. Chair Kim Smith Arrived at 3:20 PM

Approval of the Agenda:

A motion was made to approve the agenda with changes by Diane Lyon and supported by Tracey Connelly.

Ayes: all

Nays: none

motion passed

Approval of the minutes from the May 17th, 2018 board meeting: Jeremy Howard made a motion to approve the minutes of the May 17th, 2018 Board meeting, supported by Bobbie Marr.

Ayes: all

Nays: none

motion passed

Treasurer's Report

Financial statements: Carey Hammel presented the financial statements to the board.

Motion to pay bills: Diane Lyon made a motion to pay bills, supported by Tracey Connelly.

Ayes: all

Nays: none

motion passed

Complaint Communications: None. Jeremy Howard mentioned a voicemail that had been passed onto the Consortium regarding a pricing issue with Charter and a resident. Carey Hammel had contacted resident and gave him any available information.

Employee monthly meeting report: Carey Hammel reported on the employee's monthly meeting and what projects everyone was working on for the month of July.

Director Report: Carey Hammel gave a directors report.

Public Comment: Kim Smith opened the public comment section of the agenda, no public had comments, closed the public comment section of agenda.

New Business

a. 2017 Audit Presentation: Joe Verlin presented the 2017 Audit done by Gabridge & Company. Diane Lyon made a motion to receive the audit, supported by Bobbie Marr.

Ayes: all

Nays: none

motion passed

Old Business:

Other Business:

Adjourn: With no further business before the board a motion to adjourn was made by Diane Lyon and supported by Tracey Connelly. All Ayes and the motion passed and the meeting was adjourned at 3:51pm.

MAC TV Network

Profit & Loss Budget vs. Actual

January 1 through July 17, 2018

	Jan 1 - Jul 17, 18	Budget	\$ Over Budget	% of Budget
Ordinary Income/Expense				
Income				
453 · Franchise Fees				
453.1 · City of Mt. Pleasant	21,941.99	89,000.00	-67,058.01	24.7%
453.10 · Pine River Township	2,167.74	8,000.00	-5,832.26	27.1%
453.11 · City of Ithaca	3,483.97	13,000.00	-9,516.03	26.8%
453.12 · Arcada Township	1,301.16	5,000.00	-3,698.84	26.0%
453.2 · City of Clare	4,686.02	19,000.00	-14,313.98	24.7%
453.3 · City of Alma	0.00	0.00	0.00	0.0%
453.4 · City of Harrison	3,093.37	12,500.00	-9,406.63	24.7%
453.5 · City of Evart	0.00	0.00	0.00	0.0%
453.6 · Union Township	13,453.39	53,000.00	-39,546.61	25.4%
453.7 · Village of Shepherd	0.00	0.00	0.00	0.0%
453.8 · City of St. Louis	4,688.59	18,000.00	-13,311.41	26.0%
453.9 · Village of Breckenridge	0.00	0.00	0.00	0.0%
453 · Franchise Fees - Other	0.00	0.00	0.00	0.0%
Total 453 · Franchise Fees	54,816.23	217,500.00	-162,683.77	25.2%
454 · DVD Copies	85.00	200.00	-115.00	42.5%
455 · Video Production Services	2,850.00	8,650.00	-5,800.00	32.9%
456 · Interest Income	83.95	1,800.00	-1,716.05	4.7%
457 · Contributions/ Local Units	0.00	0.00	0.00	0.0%
458 · Grant	855.00	1,000.00	-145.00	85.5%
459 · Charter Advertising Revenue	0.00	0.00	0.00	0.0%
460 · Sale of Assets	0.00	0.00	0.00	0.0%
465 · Peg Fees (Charter)	5,753.70	12,500.00	-6,746.30	46.0%
466 · Clare in Kind Service	0.00	2,250.00	-2,250.00	0.0%
467 · Camp Income	375.00	250.00	125.00	150.0%
497 · Other Income	0.00	0.00	0.00	0.0%
498 · Transfer from Fund Balance	0.00	0.00	0.00	0.0%
499 · Uncategorized Income	0.00	0.00	0.00	0.0%
612 · Accrued Payroll	0.00	0.00	0.00	0.0%
Total Income	64,818.88	244,150.00	-179,331.12	26.5%
Expense				
600 · Employee Payroll Expense-				
601 · Bonuses	0.00	0.00	0.00	0.0%
602 · Payroll Tax Penalty & Fees	0.00	0.00	0.00	0.0%
603 · Executive Director	25,564.00	47,476.00	-21,912.00	53.8%
604 · Operations Coordinator	0.00	0.00	0.00	0.0%
605 · Intern	2,850.00	15,000.00	-12,150.00	19.0%
606 · Payroll Tax Expense	8,037.22	22,000.00	-13,962.78	36.5%
607 · Salary Reimbursements Alma	0.00	0.00	0.00	0.0%
608 · Video Productions Assistant	44,905.69	72,000.00	-27,094.31	62.4%
609 · Public Access Assistant	0.00	0.00	0.00	0.0%
610 · Fringe Benefits Alma	0.00	0.00	0.00	0.0%
611 · Administrative Assistant	12,937.66	28,000.00	-15,062.34	46.2%
613 · Playback Operations	13,266.99	27,000.00	-13,733.01	49.1%
614 · Tech Engineer (equip. Repair)	0.00	0.00	0.00	0.0%
617 · Other Employee Expense	0.00	0.00	0.00	0.0%
619 · Video Productions Assistant 2	0.00	0.00	0.00	0.0%
600 · Employee Payroll Expense- - Other	4,232.70	0.00	4,232.70	100.0%
Total 600 · Employee Payroll Expense-	111,794.26	211,476.00	-99,681.74	52.9%
680 · credits/returns	0.00	0.00	0.00	0.0%
710 · Accounting Services				
710.1 · Annual Audit	3,450.00	3,390.00	60.00	101.8%
710.2 · Charter Audit	0.00	0.00	0.00	0.0%
710.3 · Bookkeeping Services	1,125.00	2,400.00	-1,275.00	46.9%
710 · Accounting Services - Other	0.00	0.00	0.00	0.0%
Total 710 · Accounting Services	4,575.00	5,790.00	-1,215.00	79.0%

MAC TV Network

Profit & Loss Budget vs. Actual

January 1 through July 17, 2018

	Jan 1 - Jul 17, 18	Budget	\$ Over Budget	% of Budget
711 · communications (phone) Gratiot	0.00	0.00	0.00	0.0%
712 · Office/Bldg. supplies- Gratiot	0.00	0.00	0.00	0.0%
713 · Printing/ Publications Gratiot	0.00	0.00	0.00	0.0%
714 · Donations	0.00	0.00	0.00	0.0%
715 · Training	0.00	900.00	-900.00	0.0%
716 · Mileage Reimbursement	2,364.42	4,000.00	-1,635.58	59.1%
718 · Memberships & Publications	0.00	800.00	-800.00	0.0%
724 · Rent - St Louis	0.00	0.00	0.00	0.0%
725 · Rent - Gratiot	2,250.00	5,400.00	-3,150.00	41.7%
726 · Rent - MP	12,279.24	25,200.00	-12,920.76	48.7%
727 · Office Supplies	1,265.30	3,200.00	-1,934.70	39.5%
728 · Rent - Clare	0.00	2,250.00	-2,250.00	0.0%
730 · Print/Publish	27.50	400.00	-372.50	6.9%
731 · Advertising	3,658.34	10,000.00	-6,341.66	36.6%
732 · Tape supplies	0.00	0.00	0.00	0.0%
733 · Computer Software	2,300.00	2,300.00	0.00	100.0%
744 · Postage	159.00	400.00	-241.00	39.8%
746 · Tools/Equipment	0.00	0.00	0.00	0.0%
750 · Conference Expense	0.00	0.00	0.00	0.0%
779 · equipment/parts Gratiot	0.00	0.00	0.00	0.0%
780 · Equipment / Parts (<\$500)	1,690.23	5,000.00	-3,309.77	33.8%
781 · Contract Services				
781.1 · Computer Support	1,676.62	3,000.00	-1,323.38	55.9%
781.2 · Technical Support	0.00	0.00	0.00	0.0%
781.3 · Executive Director/Contractual	0.00	0.00	0.00	0.0%
781 · Contract Services - Other	0.00	0.00	0.00	0.0%
Total 781 · Contract Services	1,676.62	3,000.00	-1,323.38	55.9%
782 · Production Expense	26.09	500.00	-473.91	5.2%
783 · Professional Development	439.85	1,500.00	-1,060.15	29.3%
784 · Uniform Expense	0.00	1,000.00	-1,000.00	0.0%
785 · Computer R& R Account	0.00	2,000.00	-2,000.00	0.0%
786 · Equipment R&R	457.65	1,000.00	-542.35	45.8%
787 · Maintenance Supplies	0.00	100.00	-100.00	0.0%
788 · Building Repair & Maintenance	304.20	2,600.00	-2,295.80	11.7%
789 · Small Hand Tools	0.00	100.00	-100.00	0.0%
790 · Cleaning	1,050.00	2,000.00	-950.00	52.5%
802 · Legal Fees	150.00	2,500.00	-2,350.00	6.0%
803 · Fees	0.00	0.00	0.00	0.0%
804 · Studio Cable (Mt. P & Alma)	3,858.33	7,000.00	-3,141.67	55.1%
805 · Mt. P City Hall Reimbursable	0.00	0.00	0.00	0.0%
806 · City of Alma - Reimbursable	0.00	0.00	0.00	0.0%
807 · City of Clare - Reimbursable	0.00	0.00	0.00	0.0%
923 · Fiber Contract(Charter)	4,970.02	6,000.00	-1,029.98	82.8%
923D0 · Fiber Contract Gratiot \$122/ mo	0.00	0.00	0.00	0.0%
925 · Internet Access	1,185.97	4,500.00	-3,314.03	26.4%
926 · Telephone	0.00	0.00	0.00	0.0%
927 · Water/Sewer Charges	118.77	500.00	-381.23	23.8%
928 · Gas	1,914.75	3,500.00	-1,585.25	54.7%
929 · Electric	2,480.09	6,600.00	-4,119.91	37.6%
930 · Electric & Gas Gratiot	1,234.05	1,950.00	-715.95	63.3%
931 · Water/Sewer Alma	-37.90	550.00	-587.90	-6.9%
941 · Rental Charges	0.00	0.00	0.00	0.0%
944 · Capital Improvement/Outlay	0.00	5,000.00	-5,000.00	0.0%
945 · Major Equipment Purchases	5,549.40	10,000.00	-4,450.60	55.5%
950 · Insurance	3,276.00	5,500.00	-2,224.00	59.6%
970 · Capital Outlay	0.00	0.00	0.00	0.0%
999 · Uncategorized Expenses	0.00	0.00	0.00	0.0%
Total Expense	171,017.18	344,516.00	-173,498.82	49.6%
Net Ordinary Income	-106,198.30	-100,366.00	-5,832.30	105.8%

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Accrual Basis

MAC TV Network
Profit & Loss Budget vs. Actual
January 1 through July 17, 2018

	Jan 1 - Jul 17, 18	Budget	\$ Over Budget	% of Budget
Other Income/Expense				
Other Expense				
Interest Expenses	0.00	0.00	0.00	0.0%
1000 · Depreciation - MP	0.00	0.00	0.00	0.0%
1001 · Depreciation - Alma	0.00	0.00	0.00	0.0%
Total Other Expense	0.00	0.00	0.00	0.0%
Net Other Income	0.00	0.00	0.00	0.0%
Net Income	<u>-106,198.30</u>	<u>-100,366.00</u>	<u>-5,832.30</u>	<u>105.8%</u>

MAC TV Network
Balance Sheet
As of July 17, 2018

Jul 17, 18

ASSETS

Current Assets

Checking/Savings

001 · Bank - Operating & Sweep

14,029.92

002 · Savings - MBIA

56,603.17

003 · CD Investments

004 · Horizon Bank {Wolverine}

251,158.34

005 · Chemical Bank

66,868.44

Total 003 · CD Investments

318,026.78

Total Checking/Savings

388,659.87

Accounts Receivable

101 · Accounts receivable

855.00

Total Accounts Receivable

855.00

Other Current Assets

100 · Prepays

1,765.37

112 · Franchise Fees Receivables

3,081.87

Total Other Current Assets

4,847.24

Total Current Assets

394,362.11

Fixed Assets

152 · Building Improvements

171,807.00

154 · Studio Equipment

151,602.42

156 · Furniture & Fixtures - MP

15,579.10

160 · Accum Depreciation - MP

-236,009.76

Total Fixed Assets

102,978.76

TOTAL ASSETS

497,340.87

LIABILITIES & EQUITY

Liabilities

Current Liabilities

Other Current Liabilities

219 · Payroll Tax Liabilities

220 · Federal Withholding

600.00

222 · Social Security & Medicare

1,243.36

230 · State MI Withholding

1,579.10

235 · Unemployment - MESA & FUTA

-102.13

Total 219 · Payroll Tax Liabilities

3,320.33

257 · Accrued Wages

3,663.44

Total Other Current Liabilities

6,983.77

Total Current Liabilities

6,983.77

Total Liabilities

6,983.77

Equity

390 · Net Assets - Unrestricted

602,197.00

3900 · Retained Earnings

-71,107.60

392 · Net Assets - Invested in Plant

65,466.00

Net Income

-106,198.30

Total Equity

490,357.10

TOTAL LIABILITIES & EQUITY

497,340.87

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MAC TV Network
Payroll Summary
 July 1 - 17, 2018

	Bronwyn C Moisan			Carey Hammel			Cole S Martens		
	Hours	Rate	Jul 1 - 17, 18	Hours	Rate	Jul 1 - 17, 18	Hours	Rate	Jul 1 - 17, 18
Employee Wages, Taxes and Adjustments									
Gross Pay									
Salary - Exec Dir			0.00			1,826.00			0.00
Salary - Interns			0.00			0.00	37.25		150.00
Holiday			0.00			0.00			0.00
Hourly - Video Production 1	50.75	9.50	482.13			0.00			0.00
Hourly -Asmin. Assist			0.00			0.00			0.00
Playback Operations			0.00			0.00			0.00
PTO			0.00			0.00			0.00
Total Gross Pay	50.75		482.13			1,826.00	37.25		150.00
Adjusted Gross Pay	50.75		482.13			1,826.00	37.25		150.00
Taxes Withheld									
Federal Withholding			-34.00			-179.00			-1.00
Medicare Employee			-6.99			-26.48			-2.17
Social Security Employee			-29.90			-113.21			-9.30
MI - Withholding			-20.49			-70.99			-6.38
Medicare Employee Addl Tax			0.00			0.00			0.00
Total Taxes Withheld			-91.38			-389.68			-18.85
Additions to Net Pay									
Mileage Reimbursement			57.77			0.00			70.85
Reimbursement - Other			0.00			65.00			0.00
Total Additions to Net Pay			57.77			65.00			70.85
Net Pay	50.75		448.52			1,501.32	37.25		202.00
Employer Taxes and Contributions									
Federal Unemployment			2.89			0.00			0.90
Medicare Company			6.99			26.48			2.17
Social Security Company			29.90			113.21			9.30
MI - Unemployment Company			4.82			0.00			1.50
MI - Obligation Assessment			4.24			0.00			1.32
Total Employer Taxes and Contributions			48.84			139.69			15.19

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MAC TV Network
Payroll Summary
 July 1 - 17, 2018

	Courtney A Moore			Dustin Gillis			Eleanor F Etienne		
	Hours	Rate	Jul 1 - 17, 18	Hours	Rate	Jul 1 - 17, 18	Hours	Rate	Jul 1 - 17, 18
Employee Wages, Taxes and Adjustments									
Gross Pay									
Salary - Exec Dir			0.00			0.00			0.00
Salary - Interns	26		150.00			0.00			0.00
Holiday			0.00	12	16.07	192.84	12	11.49	137.88
Hourly - Video Production 1			0.00			0.00	55.25	11.49	634.82
Hourly -Asmin. Assist			0.00	38	16.07	610.66			0.00
Playback Operations			0.00			0.00			0.00
PTO			0.00	12	16.07	192.84			0.00
Total Gross Pay	26		150.00	62		996.34	67.25		772.70
Adjusted Gross Pay	26		150.00	62		996.34	67.25		772.70
Taxes Withheld									
Federal Withholding			-1.00			-39.00			-68.00
Medicare Employee			-2.17			-14.44			-11.20
Social Security Employee			-9.30			-61.78			-47.91
MI - Withholding			-6.38			-35.72			-32.84
Medicare Employee Addl Tax			0.00			0.00			0.00
Total Taxes Withheld			-18.85			-150.94			-159.95
Additions to Net Pay									
Mileage Reimbursement			0.00			0.00			31.61
Reimbursement - Other			0.00			0.00			0.00
Total Additions to Net Pay			0.00			0.00			31.61
Net Pay	26		131.15	62		845.40	67.25		644.36
Employer Taxes and Contributions									
Federal Unemployment			0.90			0.00			0.00
Medicare Company			2.17			14.44			11.20
Social Security Company			9.30			61.78			47.91
MI - Unemployment Company			1.50			0.00			0.00
MI - Obligation Assessment			1.32			0.00			0.00
Total Employer Taxes and Contributions			15.19			76.22			59.11

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MAC TV Network
Payroll Summary
 July 1 - 17, 2018

	Erika C. Metcalf			Hazen S Nester			Joseph G Carravallah		
	Hours	Rate	Jul 1 - 17, 18	Hours	Rate	Jul 1 - 17, 18	Hours	Rate	Jul 1 - 17, 18
Employee Wages, Taxes and Adjustments									
Gross Pay									
Salary - Exec Dir			0.00			0.00			0.00
Salary - Interns			0.00			0.00			0.00
Holiday	12	10.70	128.40	12	15.97	191.64	12	10.50	126.00
Hourly - Video Production 1	17.5	10.70	187.25	4	20.00	80.00	68	10.50	714.00
Hourly -Asmin. Assist			0.00			0.00			0.00
Playback Operations			0.00	49	15.97	782.53			0.00
PTO			0.00			0.00			0.00
Total Gross Pay	29.5		315.65	65		1,054.17	80		840.00
Adjusted Gross Pay	29.5		315.65	65		1,054.17	80		840.00
Taxes Withheld									
Federal Withholding			-1.00			-83.00			-76.00
Medicare Employee			-4.58			-15.29			-12.18
Social Security Employee			-19.57			-65.36			-52.08
MI - Withholding			-13.42			-44.80			-35.70
Medicare Employee Addl Tax			0.00			0.00			0.00
Total Taxes Withheld			-38.57			-208.45			-175.96
Additions to Net Pay									
Mileage Reimbursement			31.61			0.00			0.00
Reimbursement - Other			0.00			0.00			0.00
Total Additions to Net Pay			31.61			0.00			0.00
Net Pay	29.5		308.69	65		845.72	80		664.04
Employer Taxes and Contributions									
Federal Unemployment			1.90			0.00			5.04
Medicare Company			4.58			15.29			12.18
Social Security Company			19.57			65.36			52.08
MI - Unemployment Company			3.16			0.00			8.40
MI - Obligation Assessment			2.78			0.00			7.39
Total Employer Taxes and Contributions			31.99			80.65			85.09

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MAC TV Network
Payroll Summary
 July 1 - 17, 2018

	Nicholas A Toner			Nick S Boyer			Steve L Swart		
	Hours	Rate	Jul 1 - 17, 18	Hours	Rate	Jul 1 - 17, 18	Hours	Rate	Jul 1 - 17, 18
Employee Wages, Taxes and Adjustments									
Gross Pay									
Salary - Exec Dir			0.00			0.00			0.00
Salary - Interns			0.00			0.00			0.00
Holiday	12	9.50	114.00	12	9.50	114.00			0.00
Hourly - Video Production 1	61	9.50	579.50	60.75	9.50	577.13	7.75	20.00	155.00
Hourly -Asmin. Assist			0.00			0.00			0.00
Playback Operations			0.00			0.00			0.00
PTO			0.00			0.00			0.00
Total Gross Pay	73		693.50	72.75		691.13	7.75		155.00
Adjusted Gross Pay	73		693.50	72.75		691.13	7.75		155.00
Taxes Withheld									
Federal Withholding			-59.00			-59.00			0.00
Medicare Employee			-10.05			-10.02			-2.24
Social Security Employee			-43.00			-42.85			-9.61
MI - Withholding			-29.47			-29.37			0.00
Medicare Employee Addl Tax			0.00			0.00			0.00
Total Taxes Withheld			-141.52			-141.24			-11.85
Additions to Net Pay									
Mileage Reimbursement			0.00			0.00			0.00
Reimbursement - Other			0.00			0.00			0.00
Total Additions to Net Pay			0.00			0.00			0.00
Net Pay	73		551.98	72.75		549.89	7.75		143.15
Employer Taxes and Contributions									
Federal Unemployment			0.00			0.00			0.93
Medicare Company			10.05			10.02			2.24
Social Security Company			43.00			42.85			9.61
MI - Unemployment Company			6.94			6.91			1.55
MI - Obligation Assessment			6.10			6.08			1.37
Total Employer Taxes and Contributions			66.09			65.86			15.70

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MAC TV Network
Payroll Summary
 July 1 - 17, 2018

	TOTAL	
	Hours	Rate
		Jul 1 - 17, 18
Employee Wages, Taxes and Adjustments		
Gross Pay		
Salary - Exec Dir		1,826.00
Salary - Interns	63.25	300.00
Holiday	84.00	1,004.76
Hourly - Video Production 1	325.00	3,409.83
Hourly -Asmin. Assist	38.00	610.66
Playback Operations	49.00	782.53
PTO	12.00	192.84
Total Gross Pay	571.25	8,126.62
Adjusted Gross Pay	571.25	8,126.62
Taxes Withheld		
Federal Withholding		-600.00
Medicare Employee		-117.81
Social Security Employee		-503.87
MI - Withholding		-325.56
Medicare Employee Addl Tax		0.00
Total Taxes Withheld		-1,547.24
Additions to Net Pay		
Mileage Reimbursement		191.84
Reimbursement - Other		65.00
Total Additions to Net Pay		256.84
Net Pay	571.25	6,836.22
Employer Taxes and Contributions		
Federal Unemployment		12.56
Medicare Company		117.81
Social Security Company		503.87
MI - Unemployment Company		34.78
MI - Obligation Assessment		30.60
Total Employer Taxes and Contributions		699.62

Mid Michigan Area Cable Consortium Payment Log –July 2018

* Paid as were due

Vendor	Amount	Note
IRS*	\$3,486.32	941 Payments
Charter Communications*	\$66.51	MP Cable
Mt. Pleasant Water Department	\$22.27	MP Water
City of St. Louis*	\$61.64	SL Electric
Clare County Sheriff's Reserves*	\$195.00	Event Advertising
Consumers Energy*	\$15.12	SL Gas
DTE Energy*	\$128.80	MP Gas
Hannah Maney Cleaning*	\$150.00	Cleaning
Pleasant Graphics*	\$18.00	Summer Camp Flyers
Coty Properties*	\$450.00	SL Rent
Rediron*	\$2,046.54	MP Rent
Brainshower Design*	\$139.00	Advertising with Harrison Chamber
Charter Communications*	\$358.78	Control Account
City of St. Louis*	\$67.46	SL Electric
CMSInter.net	\$18.95	Web Hosting
Consumers Energy*	\$513.06	MP Electric
Student Media Group*	\$300.00	CMU Planner Advertising
Winn Telecom*	\$172.83	Phone/Internet
Charter Communications*	\$389.48	Fiber Charter End
Charter Communications*	\$389.48	Fiber MAC TV End
Charter Communications*	\$138.51	SL Cable/Internet
State of Michigan*	\$2,105.85	Sales & Withholding Tax
State of Michigan – UIA*	\$529.76	Unemployment Insurance
IRS*	\$3,582.04	941 Payments
Charter Communications*	\$66.51	MP Cable
City of Mt. Pleasant*	\$18.44	MP Water
City of St. Louis*	\$78.94	SL Electric
Consumers Energy*	\$16.49	SL Gas
DTE Energy*	\$40.74	MP Gas
Orkin Pest Control	\$76.62	Pest Control
Dorothy L Howawrd CPA	\$200.00	Accounting
Hannah Maney Cleaning*	\$150.00	Cleaning
Charter Communications	\$358.78	Control Account
Charter Communications	\$389.48	Fiber MAC TV End
Charter Communications	\$389.48	Fiber Charter End
CMSInter.net	\$18.95	Web Hosting
Total:	\$17,149.83	

Credit Card – June Bill	Amount	Note
Ric's Food Center	\$2.99	Production Expense
Staples	\$105.63	Office Supplies
BH PhotoVideo	\$3,371.49	Equipment for Union (Will be paid back)
Credit Card Total:	\$3,480.11	3480.11

Total: \$20,629.94

MAC TV Network Employee Monthly Meeting

Tuesday July 17, 2018

It has been a real hot summer so far! We have been busy little bees this summer with car shows, art fairs, car derby's and sports! We will also be covering the upcoming Fairs! This month we have our kids Video Camp and we have a record amount of campers at 15 with the average age of 14 and evenly mixed gender!! It is going to be a crazy week, so please excuse the wild energy for the board meeting on their last day of camp!!! We will have all hands on deck for this crazy week!!!

Pleasant Chat Season 15 Episode 3 Courtney checks out all the cool cars at the Back to the Bricks in Mt Pleasant. She then checks out the new Karma Kat Cafe, afterwards she heads to Clare to see the Gateway Band. <https://mactvnetwork.viebit.com/player.php?hash=NTxLXEUDsO>

Sports Attack – Season 13 Episode 3 In this episode Cole headed to St Louis for a Golf scramble for the Sports booster, then to Clare county Fair grounds for a car Derby and concluded with Sweat shaker Mountain bike race At Mid Michigan Community College in Harrison. <https://mactvnetwork.viebit.com/player.php?hash=JZXTptqOnhbR>

Art Review- Season 12 Episode 4 Eleanor heads to CMU Library for Richare Klines exhibit. Next she heads to St Louis Cutler Library where the summer program is Painting Rocks. She heads back to Mt Pleasant Art reach for the Festival of banners and Art Fair. Then to the Morey family gallery for a special traveling exhibit “VSA” . She concludes with interviews with the planners and organizers of the St Louis Blues Festival <https://mactvnetwork.viebit.com/player.php?hash=3X3yFVWCmuL8>

MAC Gives Back In this episode of **MAC Gives Back** we headed to the Gratiot County Historical Museum in Downtown Ithaca, Michigan where a Boy Scout organized repainting the porches for his Eagle Scout project. <https://vimeo.com/276484535>

MAC and Cheese Episode 6. , "The Picasso Fiasco"

<https://mactvnetwork.viebit.com/player.php?hash=nBAjnpf6Fyxy>

We also produced a how to register to vote for our communities! Check out our Facebook!! On the last weekend July our crew was down to Island Park video taping and live streaming the USA Softball Champion Ship weekend!! It Was a Scorcher!!! This is just one of the comments on our Facebook post, "Thanks for the live coverage of the games! My family and I got to watch from hours away. Great quality as well!" Leo Goldman. We all so did a promo for The [Humane Animal Treatment Society](#) working to renovate their back building to protect the health and safety of workers and animals. <https://vimeo.com/277334373> Then we went to the the [Veterans Memorial Library](#) in [City of Mt. Pleasant, MI](#) to share in the fun of their summer reading program! The program is for all ages even adults!<https://vimeo.com/275857651>

The second quarter franchise fees 2018 should be out later this month. I will mail invoices to those communities who require them.

Let us know if you have an event you want covered in your communities! Also please keep up with us on Facebook, twitter and our web page for some of our newest episodes!

Respectively submitted,

Dusty Gillis Dusty@mactvnetwork.org Cell (989)-621-1787

Senior Administrative Assistant

Cary Hammel & the MAC TV Staff , Interns and Co-Op Students

July Director's Report (Submitted 7/17/2018)

We've been hard at work and doing a lot of different things so far this Summer.

Interns

Cole and Courtney have been doing an excellent job with their productions and have covered a large amount of events.

Community Events Covered

We have shot several community events which are detailed in the Employee Monthly Meeting Report.

Sports

With the end of the HS season we don't do a ton of full game sports in the summer. We did assist Mt. Pleasant Parks & Rec with filming 2 days of their USA Softball of Michigan 16U State Championship. Thursday and Sunday we provided a Live Stream of the games. A handful of games had teams from Isabella and Gratiot Counties. Joe & Nick B spent time preparing graphics for these broadcasts so they could be of a very high quality with lineups and several other neat features.

Mt. Pleasant Report

Following our last meeting we finished up our report to present to Mt. Pleasant on the value that we see in the Consortium. It was an extensive report on everything we provide and what it might cost to replicate it if the Consortium wasn't able to do those services. If anyone is interested in seeing this report please let me know.

Union Township Equipment

The Equipment for Union Township arrived in late June and working along with CMS we installed and setup all of this new Equipment. We have conducted 2 meetings with the equipment so far and it has worked well in both providing a different angle, better audio and the ability to live stream.

Mt. Pleasant Studio Upgrades

As a staff we have met and come up with some minor upgrades in aesthetics that we believe will make a big impact in how things look around here. We are currently in the process of getting bids/prices for painting and also a small amount of flooring work at the front of the studio. We also have plans to redesign how the awards at the front are presented. We may move most of them to the back hallway and only have the newest ones up front, with a newer larger TV and some nice pictures of productions and community events that we cover.

Carey Hammel
Operations and Administration Director

Mid Michigan Area Cable Consortium
2018 Goals

Goal #1	Increase Marketing Efforts	Status	Notes
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Utilize Social Media

Increase Twitter Use	In Progress	398 Followers in November 2017, 476 in May 2018, 482 in July 2018. 312 Tweets in November 2017, 686 in July 2018.
Maintain Facebook use levels	In Progress	This has continued to increase.
Explore all forms of advertising/social media	In Progress	Have boosted certain posts and events. Boosted our camp information and have 15 campers(the most ever, and probably our max),

Increase Presence at Local Colleges

Reach out to Mid Michigan Community College for Athletic and non Athletic Events	In Progress	Helped Mid Live Stream their Boys & Girls Home Basketball Games and aired on our Channels. Met with marketing people regarding short variety shows featuring Mid and Mid Sports.
Develop Additional Relationships with Classes & Groups	In Progress / Planning	Have made plans to reach out to groups at the Start of the school year. Have worked with group of CMU students that broadcast CMU Hockey.

Develop additional relationships

Add 2 new active groups such as youth groups, HS/College or Service Groups	In Progress / Planning	Met with classes from Clare, Mt. Pleasant, St. Louis through field trips or in class. Plans to start clubs in each county. Reaching out to those teachers and others from Harrison and Sacred Heart to make sure they are aware.
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Increase Presence at Community Events

Attend new events and provide various giveaways to advertise presence	In Progress	Planning new giveaways for Fall events
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Develop Relationship with Sports Boosters

Communicate with Sports Boosters on Sponsorship and Giveaway opportunities	In Progress	Advertised with some Sports Boosters in the Fall. Plan to reach out to all heading into Fall.
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Goal #2	Maintain Financial Stability	Status	Notes
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Hold on to Existing Member Communities

Increase/Maintain Presence in our Member Communities	Completed, In Progress	Have covered large amounts of community events and tried to focus on events that are put on directly by communities.
Share more programming directly to communities	Completed, In Progress	Have been attempting to share these directly to communities on Facebook and assist communities on sharing these on Social Media or online using Vimeo.
Add Community Board members to Newsletter	Completed.	

Research Additional Members

Contact / Reach out to Local Communities that are not currently members	In Progress	Need to identify possible communities and work with Board on best method to attempt.
Explore possibilities for groups to join... IE: Schools or RESD	Research Completed	Have researched if legally this could be done and it can be. Consortium would need to decide if desire to investigate further.

Increase Revenue Sources

Attempt to collaborate with groups on Grant applications on their behalf or on our behalf	In Progress	Researching several grant options.
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Goal #3	Increase School Programming	Status	Notes
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Develop active involvement in schools that are not currently highly involved	In Progress	Plans for AV groups in each county.
Host Field Trips for younger elementary aged students	In Progress	Have identified the correct teachers and administrators to communicate and have let them know we would like to host field trips in 2018-2019 School Year.

Goal #4	Upgrade Technical Quality of Channels	Status	Notes
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Continue to request HD	In Progress	Ask every time we communicate with Charter. Have communicated with other PEG channels and all hearing same thing from Charter.
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Goal #5	Seek extended Feedback from Varying Demographic Groups	Status	Notes
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Add new smaller surveys in different venues such as Facebook & Twitter	In Progress	Planned many ideas for the year and started some. Will continue to utilize these more.
Seek feedback from the staff of Member Communities regarding programming, equipment, policies and processes, normal annual survey	Planned	Will plan to do this ahead of planning 2019 Goals.

Goal #7	Increase Public Awareness Programming	Status	Notes
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Play and/or produce Public Service Announcements that apply to all communities			
Create 3 new PSA's per Month	Completed, In Progress	For the 7 months of 2018 so far MAC TV has produced 33 PSA's. These are also being tracked to ensure there are 3 a month.	

Goal #8	Upgrade of Studio and MAC TV Locations	Status	Notes
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Provide visually aesthetic appealing and functional improvements to the Mt. Pleasant Studio	Planning	Plans for painting and new flooring for entryway, and new plans for wall décor have been established. Currently getting bids.	
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Provide visually aesthetic appealing and functional improvements to the Clare Location	Completed	Upgraded 3 different types of signage at the Clare Location and moved to slightly different location inside of Computer Lab. Computer in lab is dedicated for MAC TV use.
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Goal #9	Improve Online & Web Presence	Status	Notes
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Live Streaming

Investigate Live Streaming Community meetings for Member Communities	In Progress	Assisted Union Township in upgrading their facility which included Live Streaming. Researched methods for Mt. Pleasant to Live Stream with current system.
Live Stream more content	Completed, In Progress	Have utilized Live Streaming at several events and will continue to do so.
Utilize Facebook Live to feature productions/events	Completed, In Progress	Used Facebook live at community events which are being covered for the shows as small promos for future upcoming videos.

Update Website

Add administrative component to website	Completed	
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CITY OF ITHACA

129 West Emerson Street
Ithaca, Michigan 48847-1017
www.ithacami.com

"NOW AND ALWAYS: A FINE CITY – A GREAT COMMUNITY"



Ph. (989) 875-3200
Fax (989) 875-4064

June 29, 2018

Ms. Kim Smith, Board Chair
Mr. Carey Hammel, Operations & Administration Director
Mid-MI Area Cable Consortium
312 W. Michigan Street
Mt. Pleasant, MI 48858

Dear Kim & Carey,

Pursuant to Article IX of the Mid-Michigan Area Cable Communications Consortium Agreement, the City of Ithaca does hereby, with regret, provide notification that the City of Ithaca will be terminating its membership in the Consortium effective January 1, 2019.

Please know that this was not an easy decision for the City Council. We have been members of the Consortium since its inception in 1995. The decision to withdrawal was based primarily on the following circumstances:

- Flat to no growth in our City's General Fund due to:
 - The slow recovery of our taxable values following the Great Recession of 2008; at current trends, it will take another 10-12 years for the City to recover our last tax base
 - The Constitutional & Statutory caps placed on our property tax base
 - The continuing decline in revenues from the personal property tax due to legislative changes
 - The nearly \$2 million loss of Statutory Revenue Sharing since 2001 due to the Legislators' withholding of our revenue to balance the State's own budget
- Changes in State & Federal cable franchise administration, which have for all intents and purposes severely limited any semblance of local control on rates, use of our rights-of-way, franchise approval processes, customer complaints, quality control, and more.
- The City's lack of available staff time & funding to make more use of video and other online services of the Consortium.
- Our increased use of other social media, such as Facebook, to communicate with our citizens and visitors, including text, photo & video posts.
- The fact that most of our cable customers are not even aware of the PEG channels and those that are rarely view the channels or programming, especially since the channels were moved to the upper channel tiers.

We appreciate the efforts, creativity and solidarity of the Consortium board, staff and volunteers. Times have changed drastically since we first joined together in 1995. We feel the City needs to take this step to allow for change in our own operations and media efforts. Thank you all for your consideration of this request.

Sincerely,

Chris A. Yonker
City Manager

**CITY OF ITHACA
CITY COUNCIL MEETING
July 3, 2018
7:00 PM**

The regular meeting of the City of Ithaca City Council, held at 129 W. Emerson Street, Ithaca, Michigan, was called to order by Mayor Schafer at 7:00 p.m. and followed by the Pledge of Allegiance to the Flag. Councilperson Koppleberger gave the invocation.

Present were Mayor Alice Schafer and Councilpersons James Andrew, Brett Baublitz, Scott Gray, James Gruesbeck, Clark Hubbard and Rick Koppleberger. Officers and staff present were Attorney Jefferson Arnold, City Manager Chris A. Yonker and Clerk-Treasurer Barbara Fandell.

Audience in attendance was Michael MacDonald, Ryan Smith, Rob Endter, Phil Rondy, Lexi Endter, Mary Bowen, Brian Terborg, Pamela Koppleberger and Charlie Teegardin.

Moved by Koppleberger, second by Baublitz to approve the minutes of the regular meeting held June 19, 2018. Motion carried.

Public Comment

Mayor Schafer asked for public comments. None were offered.

Correspondence

Mayor Schafer asked to receive any questions or comments regarding the correspondence included.

Mayor Schafer commented on the Library Board minutes and noted that the Board will be making a recommendation for the vacancy after it meets in August.

Committee Reports

Councilperson Koppleberger reported the Personnel Committee met for AFSCME Union negotiations and a tentative agreement was reached and was included in the packet for approval. He asked to address any questions on the tentative agreement and said if approved, would be placed into the full contract. City Manager Yonker added that Union Representative Mike Neitzel confirmed the acceptance of the agreement but was not sure that they had ratified it or not.

Moved by Koppleberger, second by Gray to approve the tentative agreement reached on June 27, 2018 with the AFSCME Union. Motion carried.

Mayor Schafer reported the Committee of the Whole met regarding the Cable Consortium membership, Fire Chief/Code Enforcement position and met with the Fire Officers regarding the recent changes to the SOP's and payroll. The Committee discussed the Consortium fee versus the utilization of the services and changes to legislation that had changed the scope of the consortium. It recommends leaving the consortium. The Committee further met with the Fire Officers on the recent policy changes. The discussion included the qualifications required for officers and how communication has changed from the business meeting of past to more electronic communications of today. The Department will move toward blending the two and meet with the Council again to keep the communication open. The Committee finally reviewed the combining of the two part-time positions of Fire Chief and Code Officer to create a full-time position to offer to David Nelson.

Moved by Hubbard, second by Andrew to leave the membership of the Mid-Michigan Area Cable Consortium. City Manager Yonker informed members that the letter to leave had to be sent prior to July 1st, so it was sent and could be rescinded if needed. Motion carried.

Clerk-Treasurer Fandell clarified that membership will remain for an additional six months and terminate effective January 1, 2019.

Moved by Koppleberger, second by Andrew to postpone creating the full-time position of Fire Chief/Code Enforcement Officer until after the Committee of Whole could meet again. Motion carried.

Public Hearing – OPRA

Mayor Schafer noted it was time for the public hearing. **Moved by Hubbard, second by Gray to enter a public hearing to take comment on the establishment of an OPRA District #4. Motion carried.**

The public hearing was opened at 7:14pm.

Councilperson Koppleberger abstained from all conversation and voting regarding this issue due to conflict of interest.

City Manager Yonker gave a review of the three properties and statement of obsolescence for each as provided by the Assessor Hunter. He reviewed the process for the OPRA projects and explained adoption of the resolution would establish OPRA District #4 and place those properties in it, allowing the ability to apply for State grants and property tax abatements.

Councilperson Gray inquired if the parking spaces have been compiled or planned out. Manager Yonker said it has been given to the DDA to start working on the ordinance and making some spaces available for the residents of the new apartments. He added that it is not part of the district package, but of the package as a whole.

The properties to be included are 105/107 E. Center Street, 115 E. Center Street and 146 E. Center Street.

Mayor Schafer asked for additional comments. None were offered.

Moved by Baublitz, second by Gray to close the public hearing. Motion carried.

The public hearing was closed at 7:20pm.

Moved by Gray, second by Hubbard to adopt Resolution 2018-08 to Establish an Obsolete Property Rehabilitation Act (OPRA) District #4. Motion carried by Roll Call vote:

Ayes: (6) Andrew, Baublitz, Gray, Gruesbeck, Hubbard, Schafer

Nays: (0) None

Abstain: (1) Koppleberger

Absent: (0) None

City Manager's Report

City Manager Yonker provided a written report which updated Council on the ZFS development, DPW Union negotiations, Rosewood AFC sewer request, OPRA District request, Center Street Sidewalk project, IPC meeting and Fun Fest Hospitality Tent relocation, Council Committee of the Whole recap, Museum log cabin open house, MML Liability Insurance renewal, MERS Actuarial Report, Planning Commission agenda items, Rural Urban Day, Lead & Copper rule changes, recycling programs, Rotary Presidency, US Supreme Court decision on the ability of states to collect sales tax on internet purchases and ZBA Board vacancies.

City Manager Yonker reported the Letter of Intent was sent to the Gratiot Community Foundation for the GREAT grant for the local community's project. An application will need to be filed, and the Council would need to approve due to the 50% match. The discussion for the project is a champion mural downtown. He further reported that Director Studt was out with the contractor most of the day starting the pump station at ZFS and testing the pumps. There was one issue with the flow meter and the large wet well being full and it has not been determined where the water came from. It was not storm water, but possibly construction water

that may have been disposed of. The pumps are working and some of the wiring got corroded because of the higher water level in the wet well. The SCADA is the last piece to be installed.

Mayor Schafer noted that the owners of Rosewood hired Wolverine Engineering to redo their own private system so they could remain in the Township.

Clerk-Treasurer Fandell commented on the IPC meeting and has set up one with the Chamber President, Director and IPC officers to see what can be done get operations back on track and help with the figuring out the best plan for the Fun Fest hospitality tent.

Moved by Hubbard, second by Gray to receive the City Manager's report. Motion carried.

New/Old Business

Clerk-Treasurer Fandell presented the MML Workers' Comp Fund Board of Trustees Election ballot.

Moved by Baublitz, second by Hubbard to cast the votes for Christine Burns, Todd Campbell and Lee Kilbourn. Motion carried.

Councilperson Gruesbeck received a request from the Senior Activity Board for approval to add Glenda Konecny as a candidate to the fall nominating slate.

Moved by Koppkeberger, second by Gray to approve Glenda Konecny as a candidate for appointment to the Senior Activity Board. Motion carried.

Councilperson Baublitz asked to be excused from the July 17, 2019 meeting as he will be out of State.

Moved by Gray, second by Hubbard to excuse Councilperson Baublitz from the July 17, 2018 meeting. Motion carried.

Mayor Schafer reminded members of the Habitat for Humanity "Rock the Block" event on July 13th and 14th.

Mayor Schafer set a Committee of the Whole meeting for Monday, July 9, 2018 at 7:00pm.

City Manager Yonker updated Council on the ZFS meeting the prior week and status of the agreement. A new draft agreement was received late that afternoon. The intent was to take out the rate schedule and add in the rate determination process and treat more like a development agreement. The next meeting is scheduled for July 11, 2018. Brian Terborg of ZFS Ithaca, LLC added that in the big picture we are good. There are three main issues going into the meeting, one being the language issues and how to deal with future rate calculations and also understanding what increase could be for budgetary purposes. Hoping that the next meeting will complete the agreement and do everything we both want it to do. Mayor Schafer asked about the drive issue. Mr. Terborg stated he was not directly involved but had talked with Bob Garland and they feel neither the City nor ZFS should have to pay anything for the drive, but the contractor should replace it at his cost. ZFS allowed them to utilize the drive due to the limited space within the easement. They tried to work with them to help them and also with water storage and aggregate, so the extra charge for the gravel drive after all of that seems unreasonable and also being made into a larger issue than what it should be. The drive doesn't need to be there as there is other access. City Manager Yonker shared his discussion with Steve Clark from Rowe and the original plans have a crossing over the rail lines. Everyone feel another access would be safer. Rowe's opinion is if the intent was to replace the original drive, then it should have been in the plans. Mr. Terborg stated the drive should have been placed back into its original condition after the contractor was finished. He suggested another attempt be made to discuss with Isabella Corp and if there is no change then leave it as is.

Mayor Schafer inquired as to the status of the soccer leases and Zone 3 Sidewalk project. Manager Yonker will begin working on the soccer leases now that Rosewood is done and Director Studt needs to complete the assessment of the sidewalk flags and then it can go out for bid.

Claims, Accounts and Payroll

Moved by Baublitz, second by Andrew to approve the claims submitted to the Ways and Means Committee by City Clerk-Treasurer Fandell and recommended to Committee for payment: Accounts Payable Checks #44883-44915 and Payroll Checks #14917-14943, DD1192-DD1200, EFT #801-807 as listed in the Check Register Book. Motion carried.

Public Comment

Mayor Schafer asked for public comments.

Rob Endter informed Council that the County Seat Coffee House was officially open for business. It is located in the former My Sister's Closet location.

Mayor Schafer asked for additional business to come before the City Council. None was offered.

Moved by Gray, second by Hubbard to adjourn. Motion carried.

The meeting adjourned at 8:14 pm.

Barbara Fandell, Clerk-Treasurer