

**Mid Michigan Area Cable Consortium
Board of Directors Regular Meeting
March 21st, 2019 3:00 P.M.**

- I. Call to order: Roll Call.**
- II. Approval of the Agenda**
- III. Approval of minutes from the January 17th, 2019 regular meeting**
- IV. Approval of the minutes from the February 6th, 2019 work session**
- V. Treasurer's Report**
 - a. Financial Statement: February 2019
 - b. Motion to pay bills: March 2019
- VI. Correspondence:**
 - a. Complaint communications:
- VII. Public Comments: restricted to (3) three minutes regarding issues not on this agenda**
- VIII. New Business:**
- IX. Old Business**
- X. Other Business**
- XI. Adjourn**

Mid Michigan Area Cable Consortium
Meeting Minutes January 17th, 2019

Call to order: Roll Call: The meeting was called to order by Kim Smith at 3:09 PM with Bobbie Marr, Jeremy Howard, Tracey Connelly and Carey Hammel in attendance.

Approval of the Agenda:

A motion was made to approve the agenda by Tracey Connelly and supported by Bobbie Marr.

Ayes: all

Nays: none

motion passed

Approval of the minutes from the December 5th, 2018 board meeting: Carey Hammel noticed a typo. Bobbie Marr made a motion to approve the minute of the December 5th, 2018 Board meeting with changes, supported by Jeremy Howard.

Ayes: all

Nays: none

motion passed

Treasurer's Report

Financial statements: Bobbie Marr made note that were missing the end of the year 2018 reports. Carey Hammel said would email those to the board. Kim Smith presented the financial statements to the board.

Motion to pay bills: Tracey Connelly made a motion to pay bills, supported by Bobbie Marr.

Ayes: all

Nays: none

motion passed

Complaint Communications: No Complaints mentioned.

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

Director Report: Carey Hammel gave a directors report.

Public Comment:

New Business

a. 2019 Strategic Planning Review:

1. Jeremy Howard made a motion to approve the goals as presented, Supported by Bobbie Marr.

Ayes: all

Nays: none

motion passed

b. Additional Community Discussion: Board discussed methods of retaining existing communities, adding new communities, regaining old communities and other additional revenue sources. It was decided that the board would schedule work sessions to discuss this and directed Carey Hammel to work on scheduling these.

Old Business:

Other Business:

a. Flooring Remodel: The board discussed the recent renovations and the possibility of extending the new flooring further into the last section of the entry lobby. Jeremy Howard made a motion to approve the quote for this section, Supported by Bobbie Marr.

Ayes: all

Nays: none

motion passed

Adjourn: With no further business before the board a motion to adjourn was made by Bobbie Marr and supported by Diane Lyon. All Ayes and the motion passed and the meeting was adjourned at 4:44pm.

**Mid Michigan Area Cable Consortium
Work Session Meeting Minutes February 6th, 2019**

Call to order: Roll Call: The meeting was called to order by Kim Smith at 1:00 PM with Bobbie Marr, Diane Lyon, Tracey Connelly and Carey Hammel in attendance.

Approval of the Agenda:

A motion was made to approve the agenda by Bobbie Marr and supported by Tracey Connelly.

Ayes: all

Nays: none

motion passed

New Business

a. Methods to get old communities back: The group discussed methods and strategies to help share awareness with communities who have left the Mid Michigan Area Cable Consortium and hopefully encourage them to consider rejoining.

b. Methods to gain new communities: The group discussed methods to encourage new communities to join the Mid Michigan Area Cable Consortium. They also worked on identifying potential communities who might work well as members.

c. Discussion of Rates & Offering services for Commercial Purposes: Carey Hammel explained the info he had received from Mike Watzka about rates and commercial purposes and the group discussed briefly the possibilities of expanding the offerings available.

d. Discussion of non Traditional Consortium Members: Carey Hammel explained the info he had received from Mike Watzka about potential non traditional members. The group discussed this and while this is something that the Consortium can remain open to the group felt more time should be focused on getting additional communities.

Other Business:

Adjourn: With no further business before the board a motion to adjourn was made by Bobbie Marr and supported by Kim Smith. All Ayes and the motion passed and the meeting was adjourned at 2:54pm.

MAC TV Network
Profit & Loss Budget vs. Actual
 January 1 through March 19, 2019

	Jan 1 - Mar 19, 19	Budget	\$ Over Budget	% of Budget
Ordinary Income/Expense				
Income				
453 · Franchise Fees				
453.1 · City of Mt. Pleasant	0.00	88,000.00	-88,000.00	0.0%
453.10 · Pine River Township	0.00	8,500.00	-8,500.00	0.0%
453.11 · City of Ithaca	0.00	0.00	0.00	0.0%
453.12 · Arcada Township	0.00	5,000.00	-5,000.00	0.0%
453.2 · City of Clare	0.00	19,000.00	-19,000.00	0.0%
453.3 · City of Alma	0.00	0.00	0.00	0.0%
453.4 · City of Harrison	0.00	12,500.00	-12,500.00	0.0%
453.5 · City of Evart	0.00	0.00	0.00	0.0%
453.6 · Union Township	0.00	53,000.00	-53,000.00	0.0%
453.7 · Village of Shepherd	0.00	0.00	0.00	0.0%
453.8 · City of St. Louis	0.00	18,500.00	-18,500.00	0.0%
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	0.00	204,500.00	-204,500.00	0.0%
454 · DVD Copies	7.50	200.00	-192.50	3.8%
455 · Video Production Services	1,350.00	12,000.00	-10,650.00	11.3%
456 · Interest Income	0.00	1,800.00	-1,800.00	0.0%
457 · Contributions/ Local Units	0.00	0.00	0.00	0.0%
458 · Grant	0.00	1,000.00	-1,000.00	0.0%
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)	0.00	10,000.00	-10,000.00	0.0%
466 · Clare in Kind Service	0.00	2,250.00	-2,250.00	0.0%
467 · Camp Income	0.00	300.00	-300.00	0.0%
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	1,357.50	232,050.00	-230,692.50	0.6%
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	10,956.00	47,476.00	-36,520.00	23.1%
604 · Operations Coordinator	0.00	0.00	0.00	0.0%
605 · Intern	2,025.00	13,000.00	-10,975.00	15.6%
606 · Payroll Tax Expense	4,038.30	17,600.00	-13,561.70	22.9%
607 · Salary Reimbursements Alma	0.00	0.00	0.00	0.0%
608 · Video Productions Assistant	19,425.75	62,000.00	-42,574.25	31.3%
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	5,110.28	19,000.00	-13,889.72	26.9%
613 · Playback Operations	5,158.33	23,000.00	-17,841.67	22.4%
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	0.00	0.00	0.00	0.0%
Total 600 · Employee Payroll Expense-	46,713.66	182,076.00	-135,362.34	25.7%
680 · credits/returns	0.00	0.00	0.00	0.0%
710 · Accounting Services				
710.1 · Annual Audit	1,900.00	3,390.00	-1,490.00	56.0%
710.2 · Charter Audit	0.00	0.00	0.00	0.0%
710.3 · Bookkeeping Services	325.00	2,400.00	-2,075.00	13.5%
710 · Accounting Services - Other	0.00	0.00	0.00	0.0%
Total 710 · Accounting Services	2,225.00	5,790.00	-3,565.00	38.4%

MAC TV Network
Profit & Loss Budget vs. Actual
 January 1 through March 19, 2019

	Jan 1 - Mar 19, 19	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	500.00	-500.00	0.0%
716 · Mileage Reimbursement	418.07	2,500.00	-2,081.93	16.7%
718 · Memberships & Publications	475.00	800.00	-325.00	59.4%
724 · Rent - St Louis	0.00	0.00	0.00	0.0%
725 · Rent - Gratiot	1,350.00	5,400.00	-4,050.00	25.0%
726 · Rent - MP	6,139.62	25,200.00	-19,060.38	24.4%
727 · Office Supplies	387.45	1,500.00	-1,112.55	25.8%
728 · Rent - Clare	0.00	2,250.00	-2,250.00	0.0%
730 · Print/Publish	0.00	200.00	-200.00	0.0%
731 · Advertising	757.00	2,000.00	-1,243.00	37.9%
732 · Tape supplies	0.00	0.00	0.00	0.0%
733 · Computer Software	4,107.37	2,300.00	1,807.37	178.6%
744 · Postage	55.00	400.00	-345.00	13.8%
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)	367.58	1,000.00	-632.42	36.8%
781 · Contract Services				
781.1 · Computer Support	199.00	3,000.00	-2,801.00	6.6%
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	199.00	3,000.00	-2,801.00	6.6%
782 · Production Expense	33.88	400.00	-366.12	8.5%
783 · Professional Development	0.00	400.00	-400.00	0.0%
784 · Uniform Expense	0.00	400.00	-400.00	0.0%
785 · Computer R& R Account	0.00	1,000.00	-1,000.00	0.0%
786 · Equipment R&R	0.00	400.00	-400.00	0.0%
787 · Maintenance Supplies	0.00	100.00	-100.00	0.0%
788 · Building Repair & Maintenance	1,659.96	1,000.00	659.96	166.0%
789 · Small Hand Tools	0.00	0.00	0.00	0.0%
790 · Cleaning	306.00	2,000.00	-1,694.00	15.3%
802 · Legal Fees	562.50	800.00	-237.50	70.3%
803 · Fees	0.00	0.00	0.00	0.0%
804 · Studio Cable (Mt. P & Alma)	1,475.89	7,000.00	-5,524.11	21.1%
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)	2,336.88	9,400.00	-7,063.12	24.9%
923D0 · Fiber Contract Gratiot \$122/ mo	0.00	0.00	0.00	0.0%
925 · Internet Access	471.71	1,500.00	-1,028.29	31.4%
926 · Telephone	0.00	0.00	0.00	0.0%
927 · Water/Sewer Charges	43.06	400.00	-356.94	10.8%
928 · Gas	1,293.32	2,000.00	-706.68	64.7%
929 · Electric	1,164.34	5,500.00	-4,335.66	21.2%
930 · Electric & Gas Gratiot	249.73	1,500.00	-1,250.27	16.6%
931 · Water/Sewer Alma	0.00	0.00	0.00	0.0%
941 · Rental Charges	0.00	0.00	0.00	0.0%
944 · Capital Improvement/Outlay	0.00	0.00	0.00	0.0%
945 · Major Equipment Purchases	0.00	0.00	0.00	0.0%
950 · Insurance	3,522.00	5,500.00	-1,978.00	64.0%
970 · Capital Outlay	0.00	0.00	0.00	0.0%
999 · Uncategorized Expenses	0.00	0.00	0.00	0.0%
Total Expense	76,314.02	274,216.00	-197,901.98	27.8%
Net Ordinary Income	-74,956.52	-42,166.00	-32,790.52	177.8%
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	-74,956.52	-42,166.00	-32,790.52	177.8%

**MAC TV Network
Balance Sheet
As of March 19, 2019**

	<u>Mar 19, 19</u>
ASSETS	
Current Assets	
Checking/Savings	
001 · Bank - Operating & Sweep	57,146.23
002 · Savings - MBIA	7,397.86
003 · CD Investments	
004 · Horizon Bank {Wolverine}	200,484.79
005 · Chemical Bank	67,399.30
Total 003 · CD Investments	<u>267,884.09</u>
Total Checking/Savings	332,428.18
Accounts Receivable	
101 · Accounts receivable	2,295.82
Total Accounts Receivable	<u>2,295.82</u>
Other Current Assets	
100 · Prepays	1,765.37
112 · Franchise Fees Receivables	3,081.87
Total Other Current Assets	<u>4,847.24</u>
Total Current Assets	339,571.24
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	<u>102,978.76</u>
TOTAL ASSETS	<u><u>442,550.00</u></u>
LIABILITIES & EQUITY	
Liabilities	
Current Liabilities	
Other Current Liabilities	
219 · Payroll Tax Liabilities	
220 · Federal Withholding	805.99
222 · Social Security & Medicare	2,124.26
230 · State MI Withholding	1,687.34
235 · Unemployment - MESA & FUTA	773.61
Total 219 · Payroll Tax Liabilities	<u>5,391.20</u>
257 · Accrued Wages	3,663.44
Total Other Current Liabilities	<u>9,054.64</u>
Total Current Liabilities	<u>9,054.64</u>
Total Liabilities	9,054.64
Equity	
390 · Net Assets - Unrestricted	602,197.00
3900 · Retained Earnings	-159,211.12
392 · Net Assets - Invested in Plant	65,466.00
Net Income	-74,956.52
Total Equity	<u>433,495.36</u>
TOTAL LIABILITIES & EQUITY	<u><u>442,550.00</u></u>

Mid Michigan Area Cable Consortium Payment Log – March 2019

* Paid as were due

Vendor	Amount	Note
IRS*	\$2,876.66	941 Payment
Charter Communications*	\$175.25	SL Internet/Phone/Cable
City of Mt. Pleasant*	\$43.06	MP Water
City of St. Louis*	\$68.17	SL Electric
Consumers Energy*	\$648.33	MP Electric
Dorothy L Howard CPA*	\$325.00	Accounting
DTE Energy*	\$413.46	MP Gas
Latitude Media LLC*	\$216.00	Radio Advertising
Orkin Pest Control*	\$76.62	MP Pest Control
Gabridge & Company	\$1,900.00	Audit Fee
Kitch Drutchas Wagner Valitutti & Sherbrook	\$562.50	Legal Fees
Charter Communications	\$389.48	Fiber Charter End
Charter Communications	\$389.48	Fiber MAC TV End
CMS	\$18.95	Web Hosting
Hannah Maney Cleaning	\$150.00	Cleaning
Consumers Energy	\$51.39	SL Gas
Charter Communications	\$320.12	MP Cable/Internet/Phone
Total:	\$8,624.47	

Credit Card – March Bill	Amount	Note
Intuit	\$689.00	Software
Amazon	\$37.99	Equipment <500
Vimeo Pro	\$199.00	Vimeo Account
Target	\$8.47	Equipment <500
Ric's Food Center	\$55.00	Postage
BH Photo	\$321.12	Equipment <500
Staples	\$71.50	Office Supply
Credit Card Total:	\$1,382.08	

Total: \$10,006.55

MAC TV Network Employee Monthly Meeting

Tuesday March 19, 2019

Let's hope spring is on its way. I know we are tired of the cold and the snow! The intern enjoyed their spring break at the beginning of the month and the Co-op will enjoy theirs at the end of this month. We look forward to all the spring activities coming soon starting with the St Patrick celebration in Clare last weekend! Please check out our new photos up in the reception area and hall way on your way in!!

Please find the most current episodes of the following shows below:

Pleasant Chat Season 17 Episode 2 Emily takes us to Harrison for the Frostbite festival and covered only part of all the great fun events.

<https://mactvnetwork.viebit.com/player.php?hash=Gclkog3WPmpN>

Sports Attack – Season 15 Episode 3 Bryce heads to Clare for the Girls basketball game against Farwell and get s a chance to talk with the coach. Then he Heads to St Louis for a varsity girls and boys basketball games and gets a chance to speak with their coach as well. <https://mactvnetwork.viebit.com/player.php?hash=X1oAQwAkdmlI>

Art Review- Season 14 Episode 2 Kik Ki takes us to CMU for a” Word Hammer Slam Poetry Club Showcase. <https://vimeo.com/325005856>

The Games of the week : Women’s Basketball - Ancilla v Mid-Michigan College <https://mactvnetwork.viebit.com/player.php?hash=2divZqlwIB6Z> Men’s Basketball - Muskegon v Mid-Michigan College <https://mactvnetwork.viebit.com/player.php?hash=ySVuFYBexzOp> Girls Basketball - Sacred Heart v Beaverton <https://mactvnetwork.viebit.com/player.php?hash=p8VT4IvII181>

The Bell Season- 3 Episode 9 Marilyn and Diamond headed to St Louis to the Blanket Drive for Gratiot County Hope House. Eli then heads to Clare to talk with the cross-country team. Then they head to the Gratiot Tech Center Health Occupations class. Then Austin and Amber head to the GI-Tech center and learn about interior design and business management

<https://mactvnetwork.viebit.com/player.php?hash=1zBW4XdxF1U>

Mac Gives Back on this episode we check out Life choices of Central Michigan <https://vimeo.com/325043828>

Our volunteer Faith gives us episode #97 <https://mactvnetwork.viebit.com/player.php?hash=5rd4eCiq9JoG> #98 of “Weather Eye”, to recap the weather and upcoming forecasts <https://mactvnetwork.viebit.com/player.php?hash=QHyZeSfljT85> We also went to CMU at the end of February to cover the Hemmingway Presentation.

<https://mactvnetwork.viebit.com/player.php?hash=Q20CswBBKL8z>

I have received all of the fourth quarter 2018 franchise fees from every community except Pine River as of today. As soon as the first quarter for this year are in, I will get out the invoices for those whom require it.

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

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

March Director's Report (Submitted 3/18/2019)

March has been busy so far transitioning from Winter to Spring and cover lots of events.

Interns

Interns have completed 2 episodes of their shows and covered lots of different events. They are through college spring break and now are working on their next episode. Irish Fest and HS baseball/softball are some things that will begin to be featured in future episodes!

Co-Ops

Our Co-Ops have had school most days the last few weeks and just finished up an episode. They've covered some neat events and also are still working on covering all of the Tech Center programs. Their next episode will be finished this Friday before everyone is off for spring break next week.

Community Events Covered

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

Sports

We finished up our HS sport winter at the end of February when the regular season ended. We also filmed Mid Michigan College Basketball play off games for boys and girls. These went well and the boys game ended in dramatic fashion which led to some big social media views.

Remodel

We've done some work on getting pictures up and will continue to make a few small changes.

CMU Career Fair

On Friday February 22nd Nick Toner, Eleanor and myself attended the CMU Broadcasting Career fair. It was a great opportunity to get our name out there for potential interns and possible future employees. We met and talked with several students and took a lot of resume and applications for summer & fall internships.

Additional Community Work

I have reached out to some contacts based off of our work in the Work Session. Have yet to get a lot of response but will continue to reach out.

Audit

The field work for the Audit was conducted March 12th and 13th. To my knowledge everything went well and the auditor thought they should be able to present to us by May.

Industry News

On Wednesday March 6th I presented at the MAB Conference for a Live Streaming Session then attended a joint MACM and NOTOA meeting on the potential FCC rulings. There was no new information regarding the propose rules at the FCC level and no other information that was relevant to our operations.

Carey Hammel
Operations and Administration Director