

**Mid Michigan Area Cable Consortium
Board of Directors Regular Meeting
October 20th, 2022 3:00 PM**

I. Call to order: Roll Call.

II. Approval of the Agenda

III. Approval of minutes from the August 18th, 2022 regular meeting

IV. Treasurer's Report

- a. Financial Statement: September 2022
- b. Motion to pay bills: October 2022

V. Correspondence:

- a. Complaint communications:
- b. Employee Monthly Meeting Report
- c. Directors Report October

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

VII. New Business:

- a. 2023 Strategic Planning

VIII. Old Business:

IX. Other Business:

X. Adjourn

**Mid-Michigan Area Cable
Consortium Meeting Minutes**

August 18th, 2022

Call to order: Roll Call: The meeting was called to order by Kim Smith at 3:00 PM with Kim Smith, Carey Hammel, Darcy Orlik, Justin Cavanaugh and Bobbie Marr in attendance.

Approval of the Agenda:

A motion was made to approve the agenda by Bobbie Marr and supported by Darcy Orlik.

Ayes: All

Nays: None

Motion Passed

Approval of the minutes from the June 16th, 2022 board meeting:

A motion was made to approve the board meeting minutes by Bobbie Marr with corrections of time of meeting and supported by Justin Cavanaugh.

Ayes: All

Nays: None

Motion Passed

Treasurers Report: Kim Smith presented the Treasurer's report.

Motion to pay bills:

A motion was made to approve the bills presented in the packet by Justin Cavanaugh and supported by Darcy Orlik.

Ayes: All

Nays: None

Motion Passed

Correspondence:

Complaint Communications: None

Employee monthly meeting report: Carey Hammel presented the employee monthly meeting report.

Director Report: Carey Hammel presented the Director's report.

Public Comment: Kim Smith opened public comment at 3:17pm – no public was present, Kim Smith closed public comment at 3:18pm.

New Business:

a. 2022 MACC Grant: A motion was made to approve the MACC Grant application by Bobbie Marr and supported by Justin Cavanaugh.

Ayes: All

Nays: None

Motion Passed

Old Business: None

Other Business: None

Adjourn: With no further business before the board a motion to adjourn was made by Justin Cavanaugh and supported by Bobbie Marr. All Ayes and the motion passed and the meeting was adjourned at 3:20pm.

**MAC TV Network
 Balance Sheet
 As of October 18, 2022**

Oct 18, 22

ASSETS

Current Assets

Checking/Savings

001 · Bank - Operating & Sweep	13,680.60
002 · Savings - MBIA	1,567.82
003 · CD Investments	
005 · Huntington (TCF Bank)	68,117.12

Total 003 · CD Investments 68,117.12

006 · Mercantile Money Market 168,474.58

Total Checking/Savings 251,840.12

Accounts Receivable

101 · Accounts receivable -26.54

Total Accounts Receivable -26.54

Other Current Assets

100 · Prepays 3,530.00

Total Other Current Assets 3,530.00

Total Current Assets 255,343.58

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 358,322.34

LIABILITIES & EQUITY

Liabilities

Current Liabilities

Accounts Payable

2000 · *Accounts Payable -240.00

Total Accounts Payable -240.00

Other Current Liabilities

219 · Payroll Tax Liabilities

220 · Federal Withholding 318.00

222 · Social Security & Medicare 740.06

230 · State MI Withholding 183.28

235 · Unemployment - MESA & FUTA 7.55

Total 219 · Payroll Tax Liabilities 1,248.89

257 · Accrued Wages 9,346.33

Total Other Current Liabilities 10,595.22

Total Current Liabilities 10,355.22

Total Liabilities 10,355.22

Equity

390 · Net Assets - Unrestricted 602,187.00

3900 · Retained Earnings -235,820.04

392 · Net Assets - Invested in Plant 65,466.00

Net Income -83,865.84

Total Equity 347,967.12

TOTAL LIABILITIES & EQUITY 358,322.34

MAC TV Network
Profit & Loss Budget vs. Actual
 January 1 through October 18, 2022

	Jan 1 - Oct 18, 22	Budget	\$ Over Budget	% of Budget
Ordinary Income/Expense				
Income				
453 · Franchise Fees				
453.1 · City of Mt. Pleasant	18,545.46	72,000.00	-53,454.54	25.8%
453.10 · Pine River Township	4,277.51	8,200.00	-3,922.49	52.2%
453.11 · City of Ithaca	0.00	0.00	0.00	0.0%
453.12 · Arcada Township	2,606.38	4,900.00	-2,293.62	53.2%
453.2 · City of Clare	9,554.35	17,500.00	-7,945.65	54.6%
453.3 · City of Alma	0.00	0.00	0.00	0.0%
453.4 · City of Harrison	6,423.34	11,800.00	-5,376.66	54.4%
453.5 · City of Evart	0.00	0.00	0.00	0.0%
453.6 · Union Township	23,285.02	44,000.00	-20,714.98	52.9%
453.7 · Village of Shepherd	0.00	0.00	0.00	0.0%
453.8 · City of St. Louis	8,922.28	16,500.00	-7,577.72	54.1%
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	73,614.34	174,900.00	-101,285.66	42.1%
454 · DVD Copies	0.00	0.00	0.00	0.0%
455 · Video Production Services	8,905.00	18,000.00	-9,095.00	49.5%
456 · Interest Income	107.05	2,000.00	-1,892.95	5.4%
457 · Contributions/ Local Units	0.00	0.00	0.00	0.0%
458 · Grant	2,680.00	1,100.00	1,580.00	243.6%
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)	3,562.92	7,000.00	-3,437.08	50.9%
466 · Clare in Kind Service	0.00	2,250.00	-2,250.00	0.0%
467 · Camp Income	0.00	400.00	-400.00	0.0%
497 · Other Income	259.98	0.00	259.98	100.0%
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	89,129.29	205,650.00	-116,520.71	43.3%
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	41,010.72	49,379.04	-8,368.32	83.1%
604 · Operations Coordinator	0.00	0.00	0.00	0.0%
605 · Intern	400.00	5,000.00	-4,600.00	8.0%
606 · Payroll Tax Expense	8,021.70	11,000.00	-2,978.30	72.9%
607 · Salary Reimbursements Alma	0.00	0.00	0.00	0.0%
608 · Video Productions Assistant	23,349.50	40,000.00	-16,650.50	58.4%
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	20,588.65	24,000.00	-3,411.35	85.8%
613 · Playback Operations	20,475.57	24,000.00	-3,524.43	85.3%
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-	113,846.14	153,379.04	-39,532.90	74.2%
66900 · Reconciliation Discrepancies	0.00	0.00	0.00	0.0%
680 · credits/returns	0.00	0.00	0.00	0.0%
710 · Accounting Services				
710.1 · Annual Audit	3,720.00	4,000.00	-280.00	93.0%
710.2 · Charter Audit	0.00	0.00	0.00	0.0%
710.3 · Bookkeeping Services	1,600.00	2,525.00	-925.00	63.4%
710 · Accounting Services - Other	0.00	0.00	0.00	0.0%
Total 710 · Accounting Services	5,320.00	6,525.00	-1,205.00	81.5%

MAC TV Network
Profit & Loss Budget vs. Actual
 January 1 through October 18, 2022

	Jan 1 - Oct 18, 22	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	200.00	-200.00	0.0%
716 · Mileage Reimbursement	823.25	1,500.00	-676.75	54.9%
718 · Memberships & Publications	635.00	800.00	-165.00	79.4%
724 · Rent - St Louis	0.00	0.00	0.00	0.0%
725 · Rent - Gratiot	4,850.00	5,820.00	-970.00	83.3%
726 · Rent - MP	15,000.00	18,000.00	-3,000.00	83.3%
727 · Office Supplies	1,067.12	1,500.00	-432.88	71.1%
728 · Rent - Clare	0.00	2,250.00	-2,250.00	0.0%
730 · Print/Publish	0.00	50.00	-50.00	0.0%
731 · Advertising	790.00	1,000.00	-210.00	79.0%
732 · Tape supplies	0.00	0.00	0.00	0.0%
733 · Computer Software	3,929.17	4,200.00	-270.83	93.6%
744 · Postage	290.00	300.00	-10.00	96.7%
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)	51.94	500.00	-448.06	10.4%
781 · Contract Services				
781.1 · Computer Support	199.00	2,500.00	-2,301.00	8.0%
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	2,500.00	-2,301.00	8.0%
782 · Production Expense	0.00	100.00	-100.00	0.0%
783 · Professional Development	25.52	100.00	-74.48	25.5%
784 · Uniform Expense	0.00	150.00	-150.00	0.0%
785 · Computer R& R Account	812.16	1,000.00	-187.84	81.2%
786 · Equipment R&R	0.00	200.00	-200.00	0.0%
787 · Maintenance Supplies	0.00	100.00	-100.00	0.0%
788 · Building Repair & Maintenance	837.11	1,000.00	-162.89	83.7%
789 · Small Hand Tools	0.00	0.00	0.00	0.0%
790 · Cleaning	0.00	0.00	0.00	0.0%
802 · Legal Fees	0.00	0.00	0.00	0.0%
803 · Fees	0.00	0.00	0.00	0.0%
804 · Studio Cable (Mt. P & Alma)	8,434.26	9,000.00	-565.74	93.7%
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)	7,090.36	9,400.00	-2,309.64	75.4%
923D0 · Fiber Contract Gratiot \$122/ mo	0.00	0.00	0.00	0.0%
925 · Internet Access	278.45	1,500.00	-1,221.55	18.6%
926 · Telephone	0.00	0.00	0.00	0.0%
927 · Water/Sewer Charges	231.79	400.00	-168.21	57.9%
928 · Gas	2,148.02	1,800.00	348.02	119.3%
929 · Electric	4,548.30	6,400.00	-1,851.70	71.1%
930 · Electric & Gas Gratiot	1,062.54	1,000.00	62.54	106.3%
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	725.00	5,000.00	-4,275.00	14.5%
970 · Capital Outlay	0.00	0.00	0.00	0.0%
999 · Uncategorized Expenses	0.00	0.00	0.00	0.0%
Total Expense	172,995.13	235,674.04	-62,678.91	73.4%
Net Ordinary Income	-83,865.84	-30,024.04	-53,841.80	279.3%

1:23 PM

10/18/22

Accrual Basis

MAC TV Network
Profit & Loss Budget vs. Actual
January 1 through October 18, 2022

	Jan 1 - Oct 18, 22	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>-83,865.84</u>	<u>-30,024.04</u>	<u>-53,841.80</u>	<u>279.3%</u>

MAC TV Network
Payroll Summary
 October 1 - 18, 2022

	Hours	Rate	Oct 1 - 18, 22
Employee Wages, Taxes and Adjustments			
Gross Pay			
Salary - Exec Dir			1,899.19
Salary - Interns	20		200.00
Hourly - Video Production 1	58.5	20.00	900.50
Hourly -Asmin. Assist	51	17.50	892.50
Playback Operations	52	17.50	910.00
PTO	2	17.50	35.00
Total Gross Pay	183.5		4,837.19
Adjusted Gross Pay	183.5		4,837.19
Taxes Withheld			
Federal Withholding			-318.00
Medicare Employee			-70.12
Social Security Employee			-299.91
MI - Withholding			-183.28
Medicare Employee Addl Tax			0.00
Total Taxes Withheld			-871.31
Additions to Net Pay			
Mileage Reimbursement			72.54
Reimbursement - Other			0.00
Total Additions to Net Pay			72.54
Net Pay	183.5		4,038.42
Employer Taxes and Contributions			
Federal Unemployment			2.07
Medicare Company			70.12
Social Security Company			299.91
MI - Unemployment Company			2.43
MI - Obligation Assessment			0.00
Total Employer Taxes and Contributions			374.53

MAC TV Network Employee Monthly Meeting

Tuesday, October 19, 2022

Art Review Season 21 Episode 8 In this episode Maddy Talked with new gallery and art instruction location “For Art's Sake” in Downtown Mt. Pleasant. (<https://vimeo.com/754405862>). She then also went to the CMU Art Gallery to see the faculty displays. (<https://vimeo.com/754408595>) She then also made a Promo for Art Reach on all of the October/Halloween activities! (<https://vimeo.com/757678025>)

In Other Production:

Rylee produced and episode of the Bell to start off her co-op -

<https://mactvnetwork.viebit.com/player.php?hash=ICkhGe8SdSE1>

Rylee also did a short feature on MPHS Homecoming -

<https://vimeo.com/754001085>

Nick got a food demonstration done at the St. Louis Farmer Market -

<https://vimeo.com/754001085>

Nick also filmed the Clare VS Harrison Football Game

<https://vimeo.com/759598641>

and the St. Louis VS Hemlock Football Game

<https://vimeo.com/761168967>

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

Respectively submitted,

Dusty Gillis

Dusty@mactvnetwork.org

Cell (989)-621-1787

Senior Administrative Assistant

October Director's Report (Submitted 10/17/22)

The Fall & School year have started off well!

2022-23 Co-Op

Our Co-Op Rylee started in early September and she has been doing a great job. She has already produced an episode of “The Bell” our first full episode post-pandemic. She has also helped with many other productions.

Interns

We have 1 intern for this fall, Maddy. Maddy has started and is mainly working on “Art Review”. She has produced 1 full episode already and working on her second.

Grants

We did get awarded a MACC(formerly MACA) grant for 2023.

Current Projects

We have been busy covering a lot of events this Fall, Dusty has an extensive list in her Employee report.

I have met with a new group of St. Louis student and started training them on equipment and production. We hope to have their first productions done by the end of October.

Rylee and I also visited a group of students at Clare and gave them some pointers as they plan and produce their Monster Movies.

Nick has been attending and filming some HS Sports and has a few games left before Fall sports conclude.

We have met with a group of CMU Students who have produced Hockey games for CMU's club teams before. This year they plan to add the Women's team to their productions as well. Their first broadcasts were last weekend and went well!

We have started a Mt. Pleasant Parks Volunteer of the Month promo series and produced 4 months of these.

Future Projects

Monster Movie promotion has began and we are hoping to get a few more films than last year.

Mt. Pleasant Parks approached us about shooting an “End of Season” video for the Farmers Market.

Industry/ACM News

There has been some chatter recently about some state of Michigan potential laws, I have passed them on to all of you.

Carey Hammel
Operations and Administration Director

Mid Michigan Area Cable Consortium

2022 Goals Recap

Goal #1	Maintain Financial Stability	Status	Notes
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Utilize more Interns

Increase the amount of interns to provide support for the staff and to create productions, look into other schools	Ongoing	Have still struggled to return to previous intern amounts. Do currently have 1 Fall intern and attending a CMU Intern Fair in November.
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Grants

Look into additional Grant Options including Community Foundations & MEDC	Ongoing	Have not found any additional grants that support our current needs(Payroll), but planning on utilizing Community Foundation grant for equipment needs which are impending.
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Goal #2	Increase Volunteers	Status	Notes
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Develop system to increase awareness & need of volunteers to local Non-Profits

Let all organizations who could benefit from our services know what is offered and that can train volunteers to help with productions.	Complete/Ongoing	Communicated with many groups and Non-Profits. Produced content for several. Will continue to reach out to any groups that fit in this category.
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Goal #3	MAC TV "Value" Campaign	Status	Notes
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Create campaign showing the value of MAC TV to it's member communities

Use promos from campaign to promote MAC TV and present annually to member communities	In Production	Small staff has made this project a little slow starting. Plans have been made and some testimonials have been recorded and more are scheduled. Aiming to have some versions of this done by January.
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Goal #4	Increase Live Streaming	Status	Notes
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Increase the amount and frequency of streaming programming

Stream live shorts twice a month	Complete/Ongoing	Produced a good mix of Facebook Live and YouTube live events. For events like US27 Car Tour, Concert in the Park series & sports. Planning to continue to increase the amount of these.
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