

**Mid Michigan Area Cable Consortium  
Board of Directors Regular Meeting  
December 16<sup>th</sup>, 2021 3:00 PM**

**I. Call to order: Roll Call.**

**II. Approval of the Agenda**

**III. Approval of minutes from the November 10<sup>th</sup>, 2021 regular meeting**

**IV. Treasurer's Report**

- a. Financial Statement: November 2021
- b. Motion to pay bills: December 2021

**V. Correspondence:**

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

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

**VII. New Business:**

- a. 2022 Strategic Planning Approval
- b. 2021 Budget Reconciliation
- c. Executive Director Salary Recommendation
- d. 2022 Budget
  - 1. 2022 Budget Hearing
  - 2. 2022 Budget Approval
- e. 2022 Election of Officers

**VIII. Old Business:**

**IX. Other Business:**

**X. Adjourn**

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

**November 10<sup>th</sup>, 2021**

**Call to order: Roll Call:** The meeting was called to order by Kim Smith at 10:30 AM with Kim Smith, Tracey Connelly, Carey Hammel, Darcy Orlik and Bobbie Marr in attendance.

**Approval of the Agenda:**

A motion was made to approve the agenda by Diane Lyon and supported by Darcy Orlik.

Ayes: All

Nays: None

Motion Passed

**Approval of the minutes from the September 16<sup>th</sup>, 2021 board meeting:**

A motion was made to approve the board meeting minutes by Diane Lyon and supported by Tracey Connelly.

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 which was November by Darcy Orlik and supported by Bobbie Marr.

Ayes: All

Nays: None

Motion Passed

**Correspondence:**

**Complaint Communications:**

**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 – no public was present, Kim Smith closed public comment.

**New Business:**

**a. 2022 Strategic Planning** – Carey Hammel presented a recap of the 2020 Goals and the Board discussed goals for the 2022 year.

**b. 2022 Budget Discussion** – Carey Hammel presented a draft of the 2022 Budget. The board discussed the budget. Diane Lyon suggested increasing Gas and Mileage

Reimbursement due to rising gas prices.

**Old Business:** None

**Other Business:** None

**Adjourn:** With no further business before the board a motion to adjourn was made by Diane Lyon and supported by Bobbie Marr. All Ayes and the motion passed and the meeting was adjourned at 11:29pm.

**MAC TV Network  
 Balance Sheet  
 As of December 14, 2021**

Dec 14, 21

<b>ASSETS</b>	
<b>Current Assets</b>	
<b>Checking/Savings</b>	
001 · Bank - Operating & Sweep	16,547.02
002 · Savings - MBIA	1,557.38
003 · CD Investments	
005 · Huntington (TCF Bank)	68,015.03
<b>Total 003 · CD Investments</b>	68,015.03
006 · Mercantile Money Market	168,353.00
<b>Total Checking/Savings</b>	254,472.43
<b>Accounts Receivable</b>	
101 · Accounts receivable	-26.54
<b>Total Accounts Receivable</b>	-26.54
<b>Other Current Assets</b>	
100 · Prepays	5,515.00
<b>Total Other Current Assets</b>	5,515.00
<b>Total Current Assets</b>	259,960.89
<b>Fixed Assets</b>	
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
<b>Total Fixed Assets</b>	102,978.76
<b>TOTAL ASSETS</b>	<b>362,939.65</b>
<b>LIABILITIES &amp; EQUITY</b>	
<b>Liabilities</b>	
<b>Current Liabilities</b>	
<b>Accounts Payable</b>	
2000 · *Accounts Payable	1,985.00
<b>Total Accounts Payable</b>	1,985.00
<b>Other Current Liabilities</b>	
219 · Payroll Tax Liabilities	
220 · Federal Withholding	1,013.99
222 · Social Security & Medicare	2,215.70
230 · State MI Withholding	962.25
235 · Unemployment - MESA & FUTA	4.30
<b>Total 219 · Payroll Tax Liabilities</b>	4,196.24
257 · Accrued Wages	6,470.82
<b>Total Other Current Liabilities</b>	10,667.06
<b>Total Current Liabilities</b>	12,652.06
<b>Total Liabilities</b>	12,652.06
<b>Equity</b>	
390 · Net Assets - Unrestricted	602,197.00
3900 · Retained Earnings	-232,685.37
392 · Net Assets - Invested in Plant	65,466.00
Net Income	-84,690.04
<b>Total Equity</b>	350,287.59
<b>TOTAL LIABILITIES &amp; EQUITY</b>	<b>362,939.65</b>

**MAC TV Network**  
**Profit & Loss Budget vs. Actual**  
 January 1 through December 14, 2021

	Jan 1 - Dec 14, 21	Budget	\$ Over Budget	% of Budget
<b>Ordinary Income/Expense</b>				
<b>Income</b>				
453 · Franchise Fees				
453.1 · City of Mt. Pleasant	36,383.62	80,000.00	-43,616.38	45.5%
453.10 · Pine River Township	4,106.90	8,500.00	-4,393.10	48.3%
453.11 · City of Ithaca	0.00	0.00	0.00	0.0%
453.12 · Arcada Township	2,483.74	5,000.00	-2,516.26	49.7%
453.2 · City of Clare	8,909.48	18,500.00	-9,590.52	48.2%
453.3 · City of Alma	0.00	0.00	0.00	0.0%
453.4 · City of Harrison	9,250.40	12,500.00	-3,249.60	74.0%
453.5 · City of Evert	0.00	0.00	0.00	0.0%
453.6 · Union Township	22,226.35	46,000.00	-23,773.65	48.3%
453.7 · Village of Shepherd	0.00	0.00	0.00	0.0%
453.8 · City of St. Louis	8,468.91	18,500.00	-10,031.09	45.8%
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%
<b>Total 453 · Franchise Fees</b>	<b>91,829.40</b>	<b>189,000.00</b>	<b>-97,170.60</b>	<b>48.6%</b>
454 · DVD Copies	0.00	100.00	-100.00	0.0%
455 · Video Production Services	12,752.50	17,000.00	-4,247.50	75.0%
456 · Interest Income	124.95	2,000.00	-1,875.05	6.2%
457 · Contributions/ Local Units	0.00	0.00	0.00	0.0%
458 · Grant	1,250.00	1,500.00	-250.00	83.3%
459 · Charter Advertising Revenue	0.00	0.00	0.00	0.0%
460 · Sale of Assets	186.94	0.00	186.94	100.0%
465 · Peg Fees (Charter)	5,595.57	8,500.00	-2,904.43	65.8%
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	300.00	0.00	300.00	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%
<b>Total Income</b>	<b>112,039.36</b>	<b>220,750.00</b>	<b>-108,710.64</b>	<b>50.8%</b>
<b>Expense</b>				
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	45,650.00	47,476.00	-1,826.00	96.2%
604 · Operations Coordinator	0.00	0.00	0.00	0.0%
605 · Intern	2,250.00	10,000.00	-7,750.00	22.5%
606 · Payroll Tax Expense	9,067.78	14,000.00	-4,932.22	64.8%
607 · Salary Reimbursements Alma	0.00	0.00	0.00	0.0%
608 · Video Productions Assistant	25,679.99	52,000.00	-26,320.01	49.4%
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	21,649.77	20,000.00	1,649.77	108.2%
613 · Playback Operations	22,680.72	21,000.00	1,680.72	108.0%
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%
<b>Total 600 · Employee Payroll Expense-</b>	<b>126,978.26</b>	<b>164,476.00</b>	<b>-37,497.74</b>	<b>77.2%</b>
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	1,800.00	2,525.00	-725.00	71.3%
710 · Accounting Services - Other	0.00	0.00	0.00	0.0%
<b>Total 710 · Accounting Services</b>	<b>5,520.00</b>	<b>6,525.00</b>	<b>-1,005.00</b>	<b>84.6%</b>

**MAC TV Network**  
**Profit & Loss Budget vs. Actual**  
 January 1 through December 14, 2021

	Jan 1 - Dec 14, 21	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	300.00	-300.00	0.0%
716 · Mileage Reimbursement	1,102.23	1,500.00	-397.77	73.5%
718 · Memberships & Publications	160.00	800.00	-640.00	20.0%
724 · Rent - St Louis	0.00	0.00	0.00	0.0%
725 · Rent - Gratiot	5,820.00	5,820.00	0.00	100.0%
726 · Rent - MP	18,000.00	18,000.00	0.00	100.0%
727 · Office Supplies	1,536.60	1,500.00	36.60	102.4%
728 · Rent - Clare	0.00	2,250.00	-2,250.00	0.0%
730 · Print/Publish	0.00	100.00	-100.00	0.0%
731 · Advertising	827.00	1,500.00	-673.00	55.1%
732 · Tape supplies	0.00	0.00	0.00	0.0%
733 · Computer Software	4,128.17	4,200.00	-71.83	98.3%
744 · Postage	165.00	300.00	-135.00	55.0%
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)	0.00	600.00	-600.00	0.0%
781 · Contract Services				
781.1 · Computer Support	0.00	2,700.00	-2,700.00	0.0%
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%
<b>Total 781 · Contract Services</b>	<b>0.00</b>	<b>2,700.00</b>	<b>-2,700.00</b>	<b>0.0%</b>
782 · Production Expense	26.56	300.00	-273.44	8.9%
783 · Professional Development	0.00	300.00	-300.00	0.0%
784 · Uniform Expense	0.00	300.00	-300.00	0.0%
785 · Computer R& R Account	534.00	1,000.00	-466.00	53.4%
786 · Equipment R&R	73.11	200.00	-126.89	36.6%
787 · Maintenance Supplies	0.00	100.00	-100.00	0.0%
788 · Building Repair & Maintenance	441.39	1,000.00	-558.61	44.1%
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	1,500.00	500.00	1,000.00	300.0%
803 · Fees	0.00	0.00	0.00	0.0%
804 · Studio Cable (Mt. P & Alma)	8,459.51	9,200.00	-740.49	92.0%
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)	8,712.98	9,400.00	-687.02	92.7%
923D0 · Fiber Contract Gratiot \$122/ mo	0.00	0.00	0.00	0.0%
925 · Internet Access	1,143.93	1,800.00	-656.07	63.6%
926 · Telephone	0.00	0.00	0.00	0.0%
927 · Water/Sewer Charges	322.74	400.00	-77.26	80.7%
928 · Gas	1,295.39	1,800.00	-504.61	72.0%
929 · Electric	5,772.72	6,200.00	-427.28	93.1%
930 · Electric & Gas Gratiot	833.81	1,000.00	-166.19	83.4%
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	3,376.00	5,000.00	-1,624.00	67.5%
970 · Capital Outlay	0.00	0.00	0.00	0.0%
999 · Uncategorized Expenses	0.00	0.00	0.00	0.0%
<b>Total Expense</b>	<b>196,729.40</b>	<b>249,071.00</b>	<b>-52,341.60</b>	<b>79.0%</b>
<b>Net Ordinary Income</b>	<b>-84,690.04</b>	<b>-28,321.00</b>	<b>-56,369.04</b>	<b>299.0%</b>

11:13 AM

12/14/21

Accrual Basis

**MAC TV Network**  
**Profit & Loss Budget vs. Actual**  
January 1 through December 14, 2021

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	Jan 1 - Dec 14, 21	Budget	\$ Over Budget	% of Budget
<b>Other Income/Expense</b>				
<b>Other Expense</b>				
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%
<b>Total Other Expense</b>	0.00	0.00	0.00	0.0%
<b>Net Other Income</b>	0.00	0.00	0.00	0.0%
<b>Net Income</b>	<u>-84,690.04</u>	<u>-28,321.00</u>	<u>-56,369.04</u>	<u>299.0%</u>

**MAC TV Network**  
**Payroll Summary**  
 October 1 through December 14, 2021

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	Hours	Rate	Oct 1 - Dec 14, 21
<b>Employee Wages, Taxes and Adjustments</b>			
<b>Gross Pay</b>			
Salary - Exec Dir			9,130.00
Hourly - Video Production 1	546	20.00	6,718.25
Hourly -Asmin. Assist	259	16.42	4,252.78
Playback Operations	260	16.32	4,243.20
PTO	11	16.42	180.62
<b>Total Gross Pay</b>	<b>1,076</b>		<b>24,524.85</b>
<b>Adjusted Gross Pay</b>	<b>1,076</b>		<b>24,524.85</b>
<b>Taxes Withheld</b>			
Federal Withholding			-1,706.00
Medicare Employee			-355.62
Social Security Employee			-1,520.53
MI - Withholding			-962.25
Medicare Employee Addl Tax			0.00
<b>Total Taxes Withheld</b>			<b>-4,544.40</b>
<b>Additions to Net Pay</b>			
Mileage Reimbursement			381.64
Reimbursement - Other			195.00
<b>Total Additions to Net Pay</b>			<b>576.64</b>
<b>Net Pay</b>	<b>1,076</b>		<b>20,557.09</b>
<b>Employer Taxes and Contributions</b>			
Federal Unemployment			4.14
Medicare Company			355.62
Social Security Company			1,520.53
MI - Unemployment Company			2.27
MI - Obligation Assessment			0.00
<b>Total Employer Taxes and Contributions</b>			<b>1,882.56</b>



## Mid Michigan Area Cable Consortium Payment Log - December 2021

\* Paid as were due

Vendor	Amount	Note
Michigan Municipal Risk	\$2,572.00	Insurance
Michigan Municipal Risk	\$1,000.00	Insurance
City of Mt. Pleasant	\$26.03	MP Water
City of St. Louis	\$53.57	SL Electric
Dorothy L Howard CPA	\$200.00	August Accounting
Interservice Club	\$10.00	Membership
Mid Michigan Security	\$264.00	Security
Ralph Echtenaw Window Cleaning	\$28.00	Window Cleaning
Charter Communications	\$397.10	Fiber MAC TV End
Charter Communications	\$397.10	Fiber Charter End
Charter Communications	\$207.82	SL Internet/Phone/Cable
IRS	\$2,228.60	Federal 941 Payment
Affordable Advertising	\$145.00	Advertising
Charter Communications	\$216.29	MP Internet/Phone/Cable
CMSinter.net LLC	\$18.95	Web Hosting
Consumers Energy	\$16.79	SL Gas
Dorothy L Howard CPA	\$200.00	September Accounting
Consumers Energy	\$361.10	MP Electric
Nannans Properties	\$485.00	SL December Rent
REDIRON	\$1,500.00	MP December Rent
Charter Communications	\$207.82	SL Internet/Phone/Cable
City of St. Louis	\$58.94	SL Electric
City of Mt. Pleasant	\$26.03	MP Water
DTE Energy	\$204.24	MP Gas
Charter Communications	\$419.88	Control Account
Charter Communications	\$397.55	Fiber MAC TV End
Charter Communications	\$387.55	Fiber Charter End
Ralph Echtenaw Window Cleaning	\$28.00	Window Cleaning
<b>Total:</b>	<b>\$12,057.36</b>	

Credit Card - November Bill	Amount	Note
Dollar General	\$26.56	Production Expense
Staples	\$106.64	Office Supplies
<b>Credit Card Total:</b>	<b>\$133.20</b>	

**Total: \$12,190.56**

## **MAC TV Network Employee Monthly Meeting**

**Tuesday, December 14, 2021**

As the holidays are quickly approaching, we have been very busy keeping up with all the wonderful events and parades. We are looking forward to an exciting, fun filled, new year! Please look at what we have been up to this last month! The staff wish you a very Merry Christmas and a safe, happy and healthy new year!!!!.

***“Be the change you wish to see in the world around you!”***

**Sports Games of the Week** Nov.17 Football - Mt. Pleasant v Marquette

<https://mactvnetwork.viebit.com/player.php?hash=hUVXF9DjxwII> Nov.1<sup>st</sup> Football - Mt. Pleasant v Heritage <https://mactvnetwork.viebit.com/player.php?hash=Dz97oKCLIQKA>

**CMU Hockey Men's Hockey** - CMU v Calvin <https://mactvnetwork.viebit.com/player.php?hash=HdMdSftfLVag>

CMU v U of M Flint <https://mactvnetwork.viebit.com/player.php?hash=ycHW48YZdpH9>

**The Bell Season 5 Episode 2** Checking out the accounting program.

<https://mactvnetwork.viebit.com/player.php?hash=8ERmuN090Q5I>

**St Louis High School Group-** St. Louis Homecoming Recap & Broiler

Project <https://mactvnetwork.viebit.com/player.php?hash=Yj8Ynu79G756> St Louis Fall Sports updates

<https://mactvnetwork.viebit.com/player.php?hash=h6xYgJBudptG> St. Louis Small Town Family

Christmas Recap <https://vimeo.com/654234074> Career Day at St Louis High

School <https://vimeo.com/653784633> Shark News Network. <http://vimeo.com/649193147>

Look at some of the other events we have covered over the last month. Christmas information for our communities. <https://vimeo.com/649158638> The City of St. Louis Community Christmas Parade.

<https://mactvnetwork.viebit.com/player.php?hash=UJ0QwT2Xsr3P> The Harrison Christmas Lighted Parade. <https://vimeo.com/656265952> Clare Family Fun Night out.

<https://vimeo.com/646123634> The Monster Movie Competition. Be sure to watch the staff movie at the end. We had a lot of fun filming this!

<https://mactvnetwork.viebit.com/player.php?hash=m1te8ZiDGV5> ClareS Girls volleyball “Be the Change” <https://mactvnetwork.viebit.com/player.php?hash=lQwXIPiXJm5I> City of Mt Pleasant Christmas Outreach promo. <https://mactvnetwork.viebit.com/player.php?>

[hash=F76OzNcUoQZD](#)

*Get your vaccine or booster if it is time, as soon as you can!! Be safe, Be Well!!!*

*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](mailto:Dusty@mactvnetwork.org)

Cell (989)-621-1787

Senior Administrative Assistant

## **December Director's Report (Submitted 12/12/21)**

Winter has started off great and we are keeping busy!

### **Co-Ops**

Brennan and Jack have been doing a good job with anything we can throw at them. We started a sports schedule video where each week we air the schedules of all of our local teams. After the Holidays they plan to create and film a sports recap weekly show. They have also helped edit all of the Holiday events that we have filmed.

### **Current Projects**

The St. Louis group will be filming their last episode for the Semester on Thursday, interviewing the Cross Country Coach who just won a State Title.

We have done our best to make it to as many of the Christmas celebrations as possible, sadly we couldn't get to all of them.

Diamond attended the St. Louis parade and after party which created 2 videos. Nick took some footage at Clare and filmed the Harrison Parade.

Nick has been busy filming all of the Mid Michigan College games which they contract with us for. After the Holidays we will also begin filming sports for our local schools.

### **Outreach**

I sent an email to all school Superintendents, Principals and AD's to let them know what we offer. I also let them know that our staff is smaller but that we can do training if they have volunteers who want to help film events.

I presented the same message in person to many service/non-profits at the December Interservice Committee meeting. This was also a great way to find out what many other groups have coming up.

### **Communities**

Presently Union is virtual except for the Board of Trustees and Mt. Pleasant is full virtual. I have helped with tests at Mt. Pleasant on their new system to see how a hybrid meeting would work. They are planning no starting with hybrid meetings in January. I will touch base with Union to see what their plans are as well.

### **Industry/ACM News**

No current updates. I have seen that Biden has been appointing people to the FCC.

Carey Hammel  
Operations and Administration Director

**Mid Michigan Area Cable Consortium**  
2022 Goals Rough Draft

**Goal #1** **Maintain Financial Stability** **Timeline** **Responsibility**

Utilize more Interns

Increase the amount of interns to provide support for the staff and to create productions, look into other schools	July 2022	Carey Hammel
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Grants

Look into additional Grant Options including Community Foundations & MEDC	July 2022	Carey Hammel
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**Goal #2** **Increase Volunteers** **Timeline** **Responsibility**

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.	July 2022	Carey Hammel
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**Goal #3** **MAC TV "Value" Campaign** **Timeline** **Responsibility**

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	July 2022	Carey Hammel
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**Goal #4** **Increase Live Streaming** **Timeline** **Responsibility**

Increase the amount and frequency of streaming programming

Stream live shorts twice a month	July 2022	Carey Hammel
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# 2021 MAC TV Network Budget Reconciliation

Dated: 12/13/2021

Account # Moved to	Original Budget	Estimated Total Need	Amount Moved	Moved To Account Total	Account # Moved From	Moved From Account Balance
611 – Administrative Assistant	\$20,000.00	\$22,500.00	\$2,500.00	\$22,500.00	608 – Video Production Assistant	\$23,820.01
613 – Playback Operations	\$21,000.00	\$23,500.00	\$2,500.00	\$23,500.00	608 – Video Production Assistant	\$21,320.01
727 – Office Supplies	\$1,500.00	\$1,600.00	\$100.00	\$1,600.00	608 – Video Production Assistant	\$21,220.01
802 – Legal Fees	\$500.00	\$1,500.00	\$1,000.00	\$1,500.00	608 – Video Production Assistant	\$20,220.01

# Memo

To: MMACC – Board of Directors

From: Kim Smith - Chair & Diane Lyon – Vice Chair

Date: December 8, 2021

RE: Executive Director Salary Recommendation – FY2022

Carey Hammel has held the position of Executive Director since 2013. Since accepting the position Mr. Hammel’s performance and representation of the Mid-Michigan Area Cable Consortium has been outstanding.

Mr. Hammel has created relationships in our local schools, colleges, universities, non-profits, and works well with the communities we represent. He continues to enhance our presence in each of our member communities, area school districts, and with local non-profits.

Our programming has expanded to include local high school and college sporting events. New innovative and exciting programs like the St. Louis School AV Club, Summer Camp for high school age students, and the Monster Movie Competition have been created. These programs provide opportunities for young adults to experience and engage in video production opportunities in our communities.

Mr. Hammel continues to operate the Consortium’s three locations, remote shoots, community events, live and recorded sporting events, and manage the staff, interns, volunteers, and co-op students in a positive and professional manner.

During the COVID-19 Pandemic shut-down Carey’s team provided our local school districts and community members with a way to participate in events such as high school graduations by recording each graduation event and airing them for those who could not attend.

Diane Lyon and I have discussed the salary for the Executive Director position and based on Mr. Hammel’s performance recommend that his yearly salary of \$47,576.00 be increased to \$49,379.04, which is a four-percent increase, effective as of January 1, 2022.

If you have any questions, please let me know.

Thank you

# Mid Michigan Area Cable Consortium

2022 Budget Proposal Draft

		2020 Approved	2020	2021 Approved	2021 Actual	2021 Year End	2022
		Budget	Actual	Budget	As of Nov 8	Estimate	Draft Budget
<b>453</b>	<b>Franchise Fees</b>						
453.1	City of Mt Pleasant	88,000.00	80,168.62	80,000.00	36,383.62	72,767.24	72,000.00
453.10	Pine River Township	8,500.00	9,099.66	8,500.00	4,106.90	8,213.80	8,200.00
453.11	City of Ithaca					-	
453.12	Arcada Township	5,000.00	5,428.27	5,000.00	2,483.74	4,967.48	4,900.00
453.2	City of Clare	18,500.00	18,905.33	18,500.00	8,909.48	17,818.96	17,500.00
453.3	City of Alma					-	
453.4	City of Harrison	12,500.00	12,837.85	12,500.00	5,929.00	11,858.00	11,800.00
453.6	Union Township	53,500.00	46,204.00	46,000.00	22,226.35	44,452.70	44,000.00
453.7	Village of Shepherd					-	
453.8	City of St Louis	18,500.00	18,666.92	18,500.00	8,468.91	16,937.82	16,500.00
453.9							
453	Franchise Fees Other						
	<b>Total Franchise Fees</b>	<b>204,500.00</b>	<b>191,310.65</b>	<b>189,000.00</b>	<b>88,508.00</b>	<b>177,016.00</b>	<b>174,900.00</b>
454	DVD Copies	100.00	135.00	100.00	-	30.00	-
455	Video Production Services	15,000.00	12,993.29	17,000.00	11,302.50	17,000.00	18,000.00
456	Interest Income	1,800.00	2,930.10	2,000.00	118.26	2,000.00	2,000.00
New	Grant	1,000.00	1,480.00	1,500.00	1,125.00	1,125.00	1,100.00
457	Contributions Local Units						
459	Charter Advertising Revenue	-	-	-	-	-	-
460	Sale of Assets	-	-	-	-	-	-
465	Charter Grant (Peg Support)	9,500.00	8,136.09	8,500.00	3,765.15	7,530.30	7,000.00
466	Clare - In Kind Service	2,250.00	2,250.00	2,250.00	2,250.00	2,250.00	2,250.00
	Camp Income	400.00	-	400.00	-	-	400.00
497	Other Income	-	-	-	-	-	-
498	Transfer from Fund Balance	-	-	-	-	-	-
499	Uncategorized Income	-	-	-	-	-	-
	<b>Total Income and Fees</b>	<b>234,550.00</b>	<b>219,235.13</b>	<b>220,750.00</b>	<b>107,068.91</b>	<b>206,951.30</b>	<b>205,650.00</b>
<b>600</b>	<b>Employee Payroll Expense</b>						
601	Bonuses	-	-	-	-	-	-
603	Administrative and Operations Director	47,476.00	47,476.00	47,476.00	40,172.00	47,476.00	49,379.04
604	Operations Coordinator	-	-	-	-	-	-
605	Intern	13,000.00	16,500.00	10,000.00	2,250.00	2,250.00	5,000.00
606	<b>Payroll Tax Expense</b>	-	-	-	-	-	-
606.5	Payroll Tax Penalty and Fees	-	-	-	-	-	-
606	Payroll Tax Expense - Other	17,600.00	10,725.48	14,000.00	7,958.00	9,404.91	11,000.00
607	Salary Reimbursements Alma	-	-	-	-	-	-
608	Video Productions Assistant	52,000.00	44,003.85	52,000.00	21,906.99	25,890.08	40,000.00
609	Pubic Access Assistant	-	-	-	-	-	-
610	Fringe Benefits - Alma	-	-	-	-	-	-
611	Administrative Assistant	19,000.00	21,746.70	20,000.00	18,965.10	22,413.30	24,000.00
613	Playback Operations	18,500.00	23,759.83	21,000.00	20,134.80	23,795.67	24,000.00
614	Tech Engineer (Equip. Repair)	-	-	-	-	-	-
617	Other Employee Expense	-	-	-	-	-	-
618	Net Admin - Network	-	-	-	-	-	-
619	Video Productions Assistant 2	-	-	-	-	-	-
600	Employee Payroll Expense - Other	-	-	-	-	-	-
680	Credits>Returns	-	-	-	-	-	-
<b>710</b>	<b>Accounting Services</b>						
710.1	Annual Audit	3,800.00	3,900.00	4,000.00	3,720.00	3,720.00	4,000.00
710.2	Charter Audit	-	-	-	-	-	-
710	Accounting Services - Other	2,400.00	2,525.00	2,525.00	1,400.00	2,400.00	2,525.00
711	Communications (phone) Gratiot	-	-	-	-	-	-
712	Office/Bldg. supplies - Gratiot	-	-	-	-	-	-
713	Printing/Publications - Gratiot	-	-	-	-	-	-
714	Donations	-	-	-	-	-	-
715	Training	500.00	-	300.00	-	-	200.00

Adjusted due to Board Recommendation

Adjusted to allow suggested raises

Adjusted to allow suggested raises



# Mid Michigan Area Cable Consortium

2022 Budget Proposal Draft

		2020 Approved	2020	2021 Approved	2021 Actual	2021 Year End	2022	
		Budget	Actual	Budget	As of Nov 8	Estimate	Draft Budget	
716	Mileage Reimbursement	2,500.00	869.63	1,500.00	813.39	1,300.00	1,500.00	Adjusted due to gas prices
718	Memberships & Publications	800.00	1,050.00	800.00	150.00	800.00	800.00	
725	Rent - Gratiot	5,400.00	5,820.00	5,820.00	5,335.00	5,820.00	5,820.00	
726	Rent - Mt. Pleasant	25,200.00	22,918.86	18,000.00	16,500.00	18,000.00	18,000.00	
727	Office Supplies	1,500.00	1,077.67	1,500.00	1,299.96	1,500.00	1,500.00	
728	Rent - Clare	2,250.00	2,250.00	2,250.00	2,250.00	2,250.00	2,250.00	
730	Print/Publish	200.00	-	100.00	-	-	50.00	
731	Advertising	2,000.00	765.00	1,500.00	682.00	900.00	1,000.00	
732	Tape Supplies	-	-	-	-	-	-	
733	Computer Software	4,200.00	4,054.09	4,200.00	4,128.17	4,107.37	4,200.00	
744	Postage	400.00	236.50	300.00	165.00	210.00	300.00	
746	Tool/Equipment	-	-	-	-	-	-	
750	Conference Expense	-	-	-	-	-	-	
779	Equipment/Parts - Gratiot	-	-	-	-	-	-	
780	Equipment/Parts (<\$500)	1,000.00	849.44	600.00	-	200.00	500.00	
<b>781</b>	<b>Contract Services</b>	-	-	-	-	-	-	
781.1	computer Support	2,700.00	2,658.17	2,700.00	-	-	2,500.00	
781.2	Technical Support	-	-	-	-	-	-	
781.3	Executive Director/Contractual	-	-	-	-	-	-	
781	Contract Services - Other	-	-	-	-	-	-	
782	Production Expense	400.00	-	300.00	-	100.00	100.00	
783	Professional Development	400.00	-	300.00	-	200.00	100.00	
784	Uniforms/Logo Clothing	400.00	103.74	300.00	103.74	200.00	150.00	
785	Computer R & R Account	1,000.00	862.58	1,000.00	270.00	500.00	1,000.00	
786	Equipment R & R	400.00	119.56	200.00	73.11	100.00	200.00	
787	Maintenance Supplies	100.00	74.19	100.00	-	100.00	100.00	
788	Building Repair and Maintenance	1,000.00	1,163.34	1,000.00	385.39	600.00	1,000.00	
789	Small Hand Tools	-	-	-	-	-	-	
790	Cleaning	-	-	-	-	-	-	
802	Legal Fees	800.00	-	500.00	-	-	-	
803	Fees	-	-	-	-	-	-	
804	Studio Cable ( Mt. Pleasant and Alma)	8,400.00	8,146.28	9,200.00	7,407.70	8,754.55	9,000.00	
805	Mt. Pleasant City Hall Reimbursement (Cable)	-	-	-	-	-	-	
806	City of Alma Reimbursable	-	-	-	-	-	-	
807	City of Clare Reimbursable	-	-	-	-	-	-	
923	Fiber Contract Gratiot ( \$122/Month)	9,400.00	9,438.31	9,400.00	7,128.68	9,347.52	9,400.00	
924	Cable	-	-	-	-	-	-	
925	Internet Access	1,500.00	1,586.44	1,800.00	1,124.98	1,329.52	1,500.00	
926	Telephone	-	-	-	-	-	-	
927	Water/Sewer Charges	400.00	359.41	400.00	270.68	319.89	400.00	
928	Gas	2,500.00	1,380.64	1,800.00	1,091.15	1,289.54	1,800.00	Adjusted due to gas prices
929	Electric	6,000.00	6,324.54	6,200.00	5,411.62	6,395.55	6,400.00	
930	Electric and Gas Gratiot	1,100.00	901.21	1,000.00	704.51	832.60	1,000.00	
931	Water/Sewer Alma	-	-	-	-	-	-	
941	Rental Charges	-	-	-	-	-	-	
944	Capital Improvement	-	-	-	-	-	-	
945	Major Equipment Purchase	-	-	-	-	-	-	
950	Insurance	5,500.00	2,826.00	5,000.00	753.00	3,000.00	5,000.00	
970	Capital Outlay	-	-	-	-	-	-	
999	Uncategorized Expense	-	-	-	-	-	-	
	<b>Total Expense</b>	<b>261,726.00</b>	<b>246,472.46</b>	<b>249,071.00</b>	<b>172,554.97</b>	<b>205,506.52</b>	<b>235,674.04</b>	
	<b>Net Ordinary Income</b>	<b>(27,176.00)</b>	<b>(27,237.33)</b>	<b>(28,321.00)</b>	<b>(65,486.06)</b>	<b>1,444.78</b>	<b>(30,024.04)</b>	