

**Mid Michigan Area Cable Consortium
Board of Directors Regular Meeting
January 21st, 2020 3:00 P.M.**

I. Call to order: Roll Call.

II. Approval of the Agenda

III. Approval of minutes from the December 17th, 2020 regular meeting

IV. Treasurer's Report

- a. Financial Statement: December 2020
- b. Motion to pay bills: January 2020

V. Correspondence:

- a. Complaint communications:
- b. Employee Monthly Meeting Report
- c. Directors Report January 2020

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

VII. New Business:

VIII. Old Business:

IX. Other Business:

X. Adjourn

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

December 17th, 2020

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

Approval of the Agenda:

A motion was made to approve the agenda by Diane Lyon and supported by Bobbie Marr.

Ayes: All

Nays: None

Motion Passed

Approval of the minutes from the November 19th, 2020 board meeting:

A motion was made board meeting by Tracey Connelly and supported by Diane Lyon.

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 Darcy Orlik and supported by Tracey Connelly.

Ayes: All

Nays: None

Motion Passed

Correspondence:

Complaint Communications:

Employee monthly meeting report: Carey Hammel presented the employee monthly meeting report under other business.

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. 2021 Budget Resolution –

A. Hearing – Kim Smith opens public hearing on the 2021 Budget Resolution at 3:13pm, Kim Smith closes public hearing at 3:14

B. Resolution – A motion was made by Bobbie Marr to approve the 2021 Budget, supported by Diane Lyon.

Ayes: All

Nays: None

Motion Passed

B. Election of Officers –

Diane Lyon nominated Kim Smith for Chair, supported by Bobbie Marr. Kim Smith accepted the nomination. Kim Smith asked for any other nominations three times, hearing none board voted.

Ayes: all

Nays: none

Nomination passed

Tracey Connelly nominated Diane Lyon for Vice Chair, supported by Bobbie Marr. Diane Lyon accepted the nomination. Kim Smith asked for any other nominations three times, hearing none board voted.

Ayes: all

Nays: none

Nomination passed.

Diane Lyon nominated Bobbie Marr for Treasurer, supported by Darcy Orlik. Bobbie Marr accepted the nomination. Kim Smith asked for any other nominations, hearing none board voted

Ayes: all

Nays: none

Nomination passed

As Treasurer, Bobbie Marr will be added to all relevant bank accounts and Jeremy Howard will be removed.

Diane Lyon nominated Tracey Connelly for Secretary, supported by Bobbie Marr. Tracey Connelly accepted the nomination. Kim Smith asked for any other nominations three times, hearing none board voted

Ayes: all

Nays: none

Nomination passed

Old Business: None

Other Business:

Adjourn: With no further business before the board a motion to adjourn was made by Diane Lyon and supported by Darcy Orlik. All Ayes and the motion passed and the meeting was adjourned at 3:19pm.

MAC TV Network
Balance Sheet
 As of January 20, 2021

Jan 20, 21

ASSETS		
Current Assets		
Checking/Savings		
001 · Bank - Operating & Sweep		33,521.40
002 · Savings - MBIA		1,557.38
003 · CD Investments		
005 · TCF Bank (Chemical Bank)		67,977.86
Total 003 · CD Investments		67,977.86
006 · Mercantile Money Market		168,228.05
Total Checking/Savings		271,284.69
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		274,788.15
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		377,766.91
LIABILITIES & EQUITY		
Liabilities		
Current Liabilities		
Accounts Payable		
2000 · *Accounts Payable		-1,985.00
Total Accounts Payable		-1,985.00
Other Current Liabilities		
219 · Payroll Tax Liabilities		
220 · Federal Withholding		714.99
222 · Social Security & Medicare		1,491.04
230 · State MI Withholding		383.13
235 · Unemployment - MESA & FUTA		6.67
Total 219 · Payroll Tax Liabilities		2,595.83
257 · Accrued Wages		3,663.44
Total Other Current Liabilities		6,259.27
Total Current Liabilities		4,274.27
Total Liabilities		4,274.27
Equity		
390 · Net Assets - Unrestricted		602,197.00
3900 · Retained Earnings		-281,495.09
392 · Net Assets - Invested in Plant		65,466.00
Net Income		-12,675.27
Total Equity		373,492.64
TOTAL LIABILITIES & EQUITY		377,766.91

MAC TV Network
Balance Sheet
 As of December 31, 2020

Dec 31, 20

ASSETS	
Current Assets	
Checking/Savings	
001 · Bank - Operating & Sweep	49,358.51
002 · Savings - MBIA	1,557.38
003 · CD Investments	
005 · TCF Bank (Chemical Bank)	67,977.86
Total 003 · CD Investments	67,977.86
006 · Mercantile Money Market	168,228.05
Total Checking/Savings	287,121.80
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	290,625.26
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	393,604.02
LIABILITIES & EQUITY	
Liabilities	
Current Liabilities	
Accounts Payable	
2000 · *Accounts Payable	175.26
Total Accounts Payable	175.26
Other Current Liabilities	
219 · Payroll Tax Liabilities	
220 · Federal Withholding	732.99
222 · Social Security & Medicare	1,643.38
230 · State MI Withholding	1,219.15
235 · Unemployment - MESA & FUTA	1.89
Total 219 · Payroll Tax Liabilities	3,597.41
257 · Accrued Wages	3,663.44
Total Other Current Liabilities	7,260.85
Total Current Liabilities	7,436.11
Total Liabilities	7,436.11
Equity	
390 · Net Assets - Unrestricted	602,197.00
3900 · Retained Earnings	-219,963.16
392 · Net Assets - Invested in Plant	65,466.00
Net Income	-61,531.93
Total Equity	386,167.91
TOTAL LIABILITIES & EQUITY	393,604.02

MAC TV Network
Profit & Loss Budget vs. Actual
January through December 2020

	Jan - Dec 20	Budget	\$ Over Budget	% of Budget
Ordinary Income/Expense				
Income				
453 · Franchise Fees				
453.1 · City of Mt. Pleasant	59,579.88	88,000.00	-28,420.12	67.7%
453.10 · Pine River Township	6,692.21	8,500.00	-1,807.79	78.7%
453.12 · Arcada Township	3,992.44	5,000.00	-1,007.56	79.8%
453.2 · City of Clare	13,855.45	18,500.00	-4,644.55	74.9%
453.4 · City of Harrison	9,440.73	12,500.00	-3,059.27	75.5%
453.6 · Union Township	34,087.99	53,500.00	-19,412.01	63.7%
453.8 · City of St. Louis	13,783.36	18,500.00	-4,716.64	74.5%
Total 453 · Franchise Fees	141,432.06	204,500.00	-63,067.94	69.2%
454 · DVD Copies	135.00	100.00	35.00	135.0%
455 · Video Production Services	12,993.29	15,000.00	-2,006.71	86.6%
456 · Interest Income	282.62	1,800.00	-1,517.38	15.7%
458 · Grant	1,480.00	1,000.00	480.00	148.0%
465 · Peg Fees (Charter)	6,212.61	9,500.00	-3,287.39	65.4%
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%
Total Income	162,535.58	234,550.00	-72,014.42	69.3%
Expense				
600 · Employee Payroll Expense-				
603 · Executive Director	47,476.00	47,476.00	0.00	100.0%
605 · Intern	1,650.00	13,000.00	-11,350.00	12.7%
606 · Payroll Tax Expense	10,525.98	17,600.00	-7,074.02	59.8%
608 · Video Productions Assistant	43,139.31	46,500.00	-3,360.69	92.8%
611 · Administrative Assistant	21,362.01	20,500.00	862.01	104.2%
613 · Playback Operations	23,193.39	22,500.00	693.39	103.1%
600 · Employee Payroll Expense- - Other	0.00			
Total 600 · Employee Payroll Expense-	147,346.69	167,576.00	-20,229.31	87.9%
66900 · Reconciliation Discrepancies	0.03			
710 · Accounting Services				
710.1 · Annual Audit	3,900.00	3,900.00	0.00	100.0%
710.3 · Bookkeeping Services	2,325.00	2,400.00	-75.00	96.9%
Total 710 · Accounting Services	6,225.00	6,300.00	-75.00	98.8%
715 · Training	0.00	100.00	-100.00	0.0%
716 · Mileage Reimbursement	869.63	1,700.00	-830.37	51.2%
718 · Memberships & Publications	1,050.00	800.00	250.00	131.3%
725 · Rent - Gratiot	5,820.00	5,820.00	0.00	100.0%
726 · Rent - MP	22,918.86	24,780.00	-1,861.14	92.5%
727 · Office Supplies	1,469.75	1,500.00	-30.25	98.0%
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	765.00	2,000.00	-1,235.00	38.3%
733 · Computer Software	4,054.09	4,200.00	-145.91	96.5%
744 · Postage	236.50	400.00	-163.50	59.1%
780 · Equipment / Parts (<\$500)	0.00	1,000.00	-1,000.00	0.0%
781 · Contract Services				
781.1 · Computer Support	2,658.17	2,700.00	-41.83	98.5%
Total 781 · Contract Services	2,658.17	2,700.00	-41.83	98.5%

2:30 PM

01/20/21

Accrual Basis

MAC TV Network
Profit & Loss Budget vs. Actual
 January through December 2020

	Jan - Dec 20	Budget	\$ Over Budget	% of Budget
782 · Production Expense	0.00	150.00	-150.00	0.0%
783 · Professional Development	0.00	400.00	-400.00	0.0%
784 · Uniform Expense	103.74	400.00	-296.26	25.9%
785 · Computer R& R Account	862.58	1,000.00	-137.42	86.3%
786 · Equipment R&R	119.56	400.00	-280.44	29.9%
787 · Maintenance Supplies	74.19	100.00	-25.81	74.2%
788 · Building Repair & Maintenance	1,163.34	1,300.00	-136.66	89.5%
802 · Legal Fees	0.00	800.00	-800.00	0.0%
804 · Studio Cable (Mt. P & Alma)	8,146.28	9,200.00	-1,053.72	88.5%
923 · Fiber Contract(Charter)	9,438.31	9,400.00	38.31	100.4%
925 · Internet Access	1,586.44	1,750.00	-163.56	90.7%
927 · Water/Sewer Charges	337.27	400.00	-62.73	84.3%
928 · Gas	1,380.64	2,500.00	-1,119.36	55.2%
929 · Electric	6,324.54	6,000.00	324.54	105.4%
930 · Electric & Gas Gratiot	901.21	1,100.00	-198.79	81.9%
950 · Insurance	2,826.00	5,500.00	-2,674.00	51.4%
970 · Capital Outlay	0.00	0.00	0.00	0.0%
Total Expense	226,677.82	261,726.00	-35,048.18	86.6%
Net Ordinary Income	-64,142.24	-27,176.00	-36,966.24	236.0%
Other Income/Expense				
Other Expense				
Interest Expenses	-2,610.31			
Total Other Expense	-2,610.31			
Net Other Income	2,610.31	0.00	2,610.31	100.0%
Net Income	-61,531.93	-27,176.00	-34,355.93	226.4%

MAC TV Network
Payroll Summary
 January 1 - 20, 2021

	Hours	Rate	Jan 1 - 20, 21
Employee Wages, Taxes and Adjustments			
Gross Pay			
Salary - Exec Dir			3,652.00
Hourly - Video Production 1	170	20.00	2,092.53
Hourly -Asmin. Assist	74.5	16.42	1,223.29
Playback Operations	111	16.32	1,811.52
PTO	59	16.32	966.08
Total Gross Pay	414.5		9,745.42
Adjusted Gross Pay	414.5		9,745.42
Taxes Withheld			
Federal Withholding			-715.00
Medicare Employee			-141.31
Social Security Employee			-604.21
MI - Withholding			-383.13
Medicare Employee Addl Tax			0.00
Total Taxes Withheld			-1,843.65
Additions to Net Pay			
Mileage Reimbursement			57.42
Reimbursement - Other			65.00
Total Additions to Net Pay			122.42
Net Pay	414.5		8,024.19
Employer Taxes and Contributions			
Medicare Company			141.31
Social Security Company			604.21
MI - Unemployment Company			8.78
MI - Obligation Assessment			0.00
Total Employer Taxes and Contributions			754.30

Mid Michigan Area Cable Consortium Payment Log – January 2021

* Paid as were due

Vendor	Amount	Note
CMSinter.net LLC	\$18.95	Web Hosting
Consumers Energy	\$24.05	SL Gas
Dorothy I Howard CPA	\$200.00	October Accounting
Union Township	\$1,653.75	Video Production Refund
Consumers Energy	\$642.73	MP Electric
Nannans Properties	\$485.00	SL Rent
REDIRON	\$1,500.00	MP Rent
City of Mt. Pleasant	\$21.09	MP Water/Sewer
City of St. Louis	\$46.33	SL Electric
DTE Energy	\$181.31	MP Gas
Charter Communications	\$429.24	Control Account
Charter Communications	\$394.68	Fiber MAC TV End
Charter Communications	\$394.68	Fiber Charter End
Charter Communications	\$217.93	SL Phone/Cable/Internet
State of Michigan	\$1,219.15	Sales & Withholding Tax
State of Michigan	\$4.00	UIA
IRS	\$2,376.38	Federal 941 Payment
Affordable Advertising	\$67.00	Advertising
Consumers Energy	\$39.77	SL Gas
Dorothy I Howard CPA	\$200.00	November Accounting
Mt. Pleasant Chamber of Commerce	\$275.00	Membership
Ralph Echtenaw Window Cleaning	\$28.00	Window Cleaning
Art Reach of Mid Michigan	\$150.00	Festival of Banners
Charter Communications	\$206.35	MP Phone/Cable/Internet
CMSinter.net LLC	\$18.95	Web Hosting
Consumers Energy	\$683.06	MP Electric
Nannans Properties	\$485.00	SL Rent
REDIRON	\$1,500.00	MP Rent
Total:	\$13,462.40	

Credit Card – December Bill	Amount	Note
USPS	\$55.00	Postage
Charter Communications	\$206.35	MP Account – Paid online due to late mail
Credit Card Total:	\$261.35	261.35

Total: \$13,723.75

MAC TV Network Employee Monthly Meeting

Tuesday, January 19, 2021

Happy New Year!! We are off and running and doing are best to work within the confines of COVID-19 restrictions. We are all staying safe, healthy and following all regulations. We welcome our new intern from CMU, Chania Sims, she will be working on the Pleasant Chat upcoming episodes starting this week. We look forward to what she will create.

Sports Fall Sports Round Up #3 Mt. Pleasant Cross Country, Volleyball, Swim & Dive <https://mactvnetwork.viebit.com/player.php?hash=GZOH5F4U01tx> Fall Sports Round up #4 Sacred Heart Volleyball, Football <https://mactvnetwork.viebit.com/player.php?hash=sHhjCCZN5MgE>

The Bell *The co-ops have also been working on the following :* **Fall**

2020 Sports Recap Fall 2020: St Louis Cross Country

<https://vimeo.com/498445811> Shannon Zinser - Clare Volleyball <https://vimeo.com/496069078>

Aaron Gardner & Mt. Pleasant Girls Golf <https://vimeo.com/491678568> St Louis Football

<https://vimeo.com/491356642> Mt. Pleasant Cross Country <https://vimeo.com/491353236> Eric

Beckman & Mt. Pleasant Swim <https://vimeo.com/491220760> Sacred Heart Volleyball

<https://vimeo.com/490926059> Julie Maxon of Mt Pleasant Volleyball <https://vimeo.com/489949354>

January 12th, Central Michigan Health Department gave an update on Covid-19 vaccines. This can be found on our Facebook page. Our volunteer Wanda Trembaugh has been working on a project with the Women's shelter, now known as R.I.S.E., she has shot most of it but has been in studio working on editing a few days a week.

I have received all the third quarter franchise fees. As soon as the fourth quarter is available, I will get them to the communities who require an invoice.

Please continue to wear your mask and wash your hands and maintain social distance. Be Safe!!!

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

January Director's Report (Submitted 1/20/21)

As we head into the new year we are doing our best to find events to cover.

Co-Ops

After Christmas our Co-Ops have been back to working in person and are doing a great job of finding different activities and events to film.

They have finished up our Fall Sports Recap and are now focusing on things that are taking place in the New Year and getting ready for HS Sports to start again.

Staff

We will have 1 intern working on Pleasant Chat this Winter. She started this week and her name is Chania Sims. She is a Senior at CMU and I am confident will do a great job.

Staff

I interviewed for a Video Production position to replace Eleanor and had 2 strong candidates. I ended up offering the job to each of them but both had already found other jobs. At this time with many entry level jobs paying upwards of \$15 an hour it will be hard for us to be competitive at our current starting rates.

With the amount of work needed still currently down due to Covid-19 my current plan is to manage with our current staff into the Summer. As activities ramp up in the Summer my hope is to have 2-3 interns and work on filling our Video Production position sometime in the Summer or before Fall.

Sports

We are waiting to hear what will happen with Winter sports and will plan accordingly once we know. We believe they will be starting in February.

Communities

We have continued to assist Mt. Pleasant & Union Township with their meetings over Zoom.

Banking

As our Horizon CD came to term I have moved it over to Mercantile Bank as a money market account. This gives us more flexibility with the money if we need to access both because it is in a money market and because it is now local.

Industry/ACM News

I attended a National ACM Zoom meeting with other members of the Michigan chapter. We talked about the various challenges that we are all seeing regarding funding and Covid-19 concerns. It was very informative and sounds like something that is going to continue to happen in a monthly format.

Carey Hammel
Operations and Administration Director