

**Mid Michigan Area Cable Consortium  
Board of Directors Regular Meeting  
July 18<sup>th</sup>, 2019 3:00 P.M.**

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

**II. Approval of the Agenda**

**III. Approval of minutes from the May 16<sup>th</sup>, 2019 regular meeting**

**IV. Treasurer's Report**

- a. Financial Statement: June 2019
- b. Motion to pay bills: July 2019

**V. Correspondence:**

- a. Complaint communications:
- b. Employee Monthly Meeting Report July 2019
- c. Directors Report July 2019

**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 Meeting  
Minutes May 16, 2019**

**Call to order: Roll Call:** The meeting was called to order by Kim Smith at 3:05 PM with Kim Smith, Tracey Connelly, Carey Hammel, Bobbie Marr, Sue Buitenhuis and Diane Lyon 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

**Approval of the minutes from the April 18, 2019 board meeting:**

A motion was made to approve the minutes from April 18, 2019 by Bobbie Marr and supported by Diane Lyon.

Ayes: All

Nays: None

**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 Tracey Connelly and supported by Bobbie Marr.

Ayes: All

Nays: None

**Correspondence:**

**Complaint Communications:** No Complaints mentioned.

Public Comment

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

**Director Report:** Carey Hammel presented the Director's report under other business.

**Public Comment:** Kim Smith opened public comment – no public was present, Kim Smith closed public comment.

**New Business:**

**a. 2018 Audit Presentation:** Sue Buitenhuis presented the findings of the 2018 Audit conducted by Gabridge & Co.

**Old Business:** None

**Other Business:** Reports were presented at this time as they were missing from the Agenda but will be added back in for June.

**Adjourn:** With no further business before the board a motion to adjourn was made by Diane Lyon and supported by Bobbie. All Ayes and the motion passed and the meeting was adjourned at 3:32pm.

**MAC TV Network**  
**Profit & Loss Budget vs. Actual**  
 January 1 through July 17, 2019

	Jan 1 - Jul 17, 19	Budget	\$ Over Budget	% of Budget
<b>Ordinary Income/Expense</b>				
<b>Income</b>				
<b>453 · Franchise Fees</b>				
453.1 · City of Mt. Pleasant	22,079.90	88,000.00	-65,920.10	25.1%
453.10 · Pine River Township	2,209.62	8,500.00	-6,290.38	26.0%
453.11 · City of Ithaca	0.00	0.00	0.00	0.0%
453.12 · Arcada Township	1,316.60	5,000.00	-3,683.40	26.3%
453.2 · City of Clare	4,650.16	19,000.00	-14,349.84	24.5%
453.3 · City of Alma	0.00	0.00	0.00	0.0%
453.4 · City of Harrison	3,030.05	12,500.00	-9,469.95	24.2%
453.5 · City of Evart	0.00	0.00	0.00	0.0%
453.6 · Union Township	13,484.69	53,000.00	-39,515.31	25.4%
453.7 · Village of Shepherd	0.00	0.00	0.00	0.0%
453.8 · City of St. Louis	4,689.38	18,500.00	-13,810.62	25.3%
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>51,460.40</b>	<b>204,500.00</b>	<b>-153,039.60</b>	<b>25.2%</b>
454 · DVD Copies	7.50	200.00	-192.50	3.8%
455 · Video Production Services	3,885.00	12,000.00	-8,115.00	32.4%
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)	2,428.65	10,000.00	-7,571.35	24.3%
466 · Clare in Kind Service	0.00	2,250.00	-2,250.00	0.0%
467 · Camp Income	295.00	300.00	-5.00	98.3%
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%
<b>Total Income</b>	<b>58,076.55</b>	<b>232,050.00</b>	<b>-173,973.45</b>	<b>25.0%</b>
<b>Expense</b>				
<b>600 · Employee Payroll Expense-</b>				
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	5,825.00	13,000.00	-7,175.00	44.8%
606 · Payroll Tax Expense	8,533.04	17,600.00	-9,066.96	48.5%
607 · Salary Reimbursements Alma	0.00	0.00	0.00	0.0%
608 · Video Productions Assistant	39,130.38	62,000.00	-22,869.62	63.1%
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	11,132.52	19,000.00	-7,867.48	58.6%
613 · Playback Operations	11,284.43	23,000.00	-11,715.57	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	55.00	0.00	55.00	100.0%
600 · Employee Payroll Expense- - Other	1,188.51	0.00	1,188.51	100.0%
<b>Total 600 · Employee Payroll Expense-</b>	<b>102,712.88</b>	<b>182,076.00</b>	<b>-79,363.12</b>	<b>56.4%</b>
680 · credits/returns	0.00	0.00	0.00	0.0%
<b>710 · Accounting Services</b>				
710.1 · Annual Audit	3,800.00	3,390.00	410.00	112.1%
710.2 · Charter Audit	0.00	0.00	0.00	0.0%
710.3 · Bookkeeping Services	725.00	2,400.00	-1,675.00	30.2%
710 · Accounting Services - Other	0.00	0.00	0.00	0.0%
<b>Total 710 · Accounting Services</b>	<b>4,525.00</b>	<b>5,790.00</b>	<b>-1,265.00</b>	<b>78.2%</b>

**MAC TV Network**  
**Profit & Loss Budget vs. Actual**  
 January 1 through July 17, 2019

	Jan 1 - Jul 17, 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	758.82	2,500.00	-1,741.18	30.4%
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	3,150.00	5,400.00	-2,250.00	58.3%
726 · Rent - MP	14,325.78	25,200.00	-10,874.22	56.8%
727 · Office Supplies	715.41	1,500.00	-784.59	47.7%
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	1,153.00	2,000.00	-847.00	57.7%
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	110.00	400.00	-290.00	27.5%
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%
<b>Total 781 · Contract Services</b>	<b>199.00</b>	<b>3,000.00</b>	<b>-2,801.00</b>	<b>6.6%</b>
782 · Production Expense	33.88	400.00	-366.12	8.5%
783 · Professional Development	330.74	400.00	-69.26	82.7%
784 · Uniform Expense	27.00	400.00	-373.00	6.8%
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	1,813.97	1,800.00	13.97	100.8%
789 · Small Hand Tools	0.00	0.00	0.00	0.0%
790 · Cleaning	668.00	2,000.00	-1,332.00	33.4%
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)	4,334.00	7,000.00	-2,666.00	61.9%
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)	4,673.76	9,400.00	-4,726.24	49.7%
923D0 · Fiber Contract Gratiot \$122/ mo	0.00	0.00	0.00	0.0%
925 · Internet Access	555.61	1,500.00	-944.39	37.0%
926 · Telephone	0.00	0.00	0.00	0.0%
927 · Water/Sewer Charges	137.10	400.00	-262.90	34.3%
928 · Gas	2,116.20	2,000.00	116.20	105.8%
929 · Electric	3,007.15	5,500.00	-2,492.85	54.7%
930 · Electric & Gas Gratiot	617.91	1,500.00	-882.09	41.2%
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%
<b>Total Expense</b>	<b>154,999.66</b>	<b>275,016.00</b>	<b>-120,016.34</b>	<b>56.4%</b>
<b>Net Ordinary Income</b>	<b>-96,923.11</b>	<b>-42,966.00</b>	<b>-53,957.11</b>	<b>225.6%</b>

1:54 PM

07/17/19

Accrual Basis

**MAC TV Network**  
**Profit & Loss Budget vs. Actual**  
January 1 through July 17, 2019

---

	Jan 1 - Jul 17, 19	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>	<b>-96,923.11</b>	<b>-42,966.00</b>	<b>-53,957.11</b>	<b>225.6%</b>

MAC TV Network  
Balance Sheet  
As of July 17, 2019

Jul 17, 19

ASSETS	
Current Assets	
Checking/Savings	
001 · Bank - Operating & Sweep	33,671.89
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	267,884.09
Total Checking/Savings	308,953.84
Accounts Receivable	
101 · Accounts receivable	-26.56
Total Accounts Receivable	-26.56
Total Current Assets	308,927.28
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
<b>TOTAL ASSETS</b>	<b>411,906.04</b>
LIABILITIES & EQUITY	
Liabilities	
Current Liabilities	
Other Current Liabilities	
219 · Payroll Tax Liabilities	
220 · Federal Withholding	360.99
222 · Social Security & Medicare	902.36
230 · State MI Withholding	233.32
235 · Unemployment - MESA & FUTA	64.40
Total 219 · Payroll Tax Liabilities	1,561.07
257 · Accrued Wages	3,663.44
Total Other Current Liabilities	5,224.51
Total Current Liabilities	5,224.51
Total Liabilities	5,224.51
Equity	
390 · Net Assets - Unrestricted	602,197.00
3900 · Retained Earnings	-164,058.36
392 · Net Assets - Invested in Plant	65,466.00
Net Income	-96,923.11
Total Equity	406,681.53
<b>TOTAL LIABILITIES &amp; EQUITY</b>	<b>411,906.04</b>

**MAC TV Network**  
**Payroll Summary**  
 July 1 - 17, 2019

---

	Hours	Jul 1 - 17, 19
<b>Employee Wages, Taxes and Adjustments</b>		
<b>Gross Pay</b>		
Salary - Exec Dir		1,826.00
Salary - Interns	134.5	700.00
Hourly - Video Production 1	161	1,745.59
Hourly -Asmin. Assist	35	562.45
Playback Operations	48.5	774.55
PTO	18	289.26
<b>Total Gross Pay</b>	<b>397</b>	<b>5,897.85</b>
<b>Adjusted Gross Pay</b>	<b>397</b>	<b>5,897.85</b>
<b>Taxes Withheld</b>		
Federal Withholding		-361.00
Medicare Employee		-85.52
Social Security Employee		-365.66
MI - Withholding		-233.32
Medicare Employee Addl Tax		0.00
<b>Total Taxes Withheld</b>		<b>-1,045.50</b>
<b>Additions to Net Pay</b>		
Mileage Reimbursement		69.60
Reimbursement - Other		65.00
<b>Total Additions to Net Pay</b>		<b>134.60</b>
<b>Net Pay</b>	<b>397</b>	<b>4,986.95</b>
<b>Employer Taxes and Contributions</b>		
Federal Unemployment		4.20
Medicare Company		85.52
Social Security Company		365.66
MI - Unemployment Company		22.49
MI - Obligation Assessment		19.57
<b>Total Employer Taxes and Contributions</b>		<b>497.44</b>



## Mid Michigan Area Cable Consortium Payment Log – July 2019

\* Paid as were due

Vendor	Amount	Note
City of Mt Pleasant Water	\$23.28	MP Water
City of St Louis Electric	\$15.62	Electric
Consumers Energy	\$14.55	SL Gas
Coty Properties	\$450.00	SL Rent July
Orkin Pest Control	\$77.39	Pest Control
Ralph Echtenaw Window Cleaning	\$28.00	SL Window Cleaning
REDIRON	\$2,046.54	MP Rent
Charter Communications	\$389.48	Fiber Charter End
Consumers Energy	\$468.51	MP Electric
DTE Energy	\$67.14	MP Gas
Charter Communications	\$177.41	SL Internet/Phone/TV
Charter Communications	\$389.48	Fiber MAC TV End
State of Michigan	\$1,791.94	Michigan Withholding
MI Unemployment Insurance Agency	\$502.63	Michigan Unemployment
Charter Communications	\$150.29	MP Internet/Phone/TV
CMSinter.net LLC	\$18.95	Web Hosting
IRS	\$2,700.48	Federal 941 Payment
Total:	\$9,311.69	

Credit Card - Bill did not come yet	Amount	Note
Credit Card Total:	\$0.00	

**Total: \$9,311.69**

## *MAC TV Network Employee Monthly Meeting*

*Tuesday June 16, 2019*

Summer is in full swing with the car shows and festivals. We are also working hard with our campers this week we ended up with 10 campers. A little less than last year but a better camper to employee ratio and the campers are getting more personal hands on in smaller groups. They seem excited to learn! Six of the ten being new campers this year.

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

**Pleasant Chat - Season 18 Episode 4:** On this episode Cheyenne Heads to CMU campus to the Bohannon School house tour, then she goes to St Louis to the first summer Classic Car Cruising Show, then back to Mt Pleasant to check out the Food Truck Friday. <https://mactvnetwork.viebit.com/player.php?hash=AJoYjq0d09JW>

**Game of the week:** Take a look as Nick Toner takes us to Mt Pleasant for girls' softball as the Ashley Bears take on the Sacred Heart Irish. Game 1 or 2 <https://vimeo.com/338066670> Game2 of 2 <https://vimeo.com/338074699>

**Sports Attack – Season 16 Episode 4:** James went and visited the sweat shaker Bike race in Harrison the he and Jared headed to Mt Pleasant for the USA softball in Michigan tournament at Island Park.

<https://mactvnetwork.viebit.com/player.php?hash=Rfh5hYhKJRkn>

**Art Review Season 16 episode 1** In this episode Kadie headed to the Discovery Museum in Mt Pleasant to the Tie dying fun then she headed to downtown to the Max and Emily concert series where she talked with the coordinator Elmo Walton. She ends the episode at CMU Park Library to check out the latest exhibit. <https://mactvnetwork.viebit.com/player.php?hash=lZAVmDHz3a3m>

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

On our Facebook page please find the many HATS promo video's that Eleanor works on to help get these precious animals their forever homes. Our

Tuesday MMI group worked on a promo for the Great Lakes Bay Invitational <https://vimeo.com/347816666> .

I have received the first quarter franchise fees. We will be looking for the second quarter before the next meeting in August.

*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

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

## **July Director's Report (Submitted 7/17/2019)**

About half way through Summer we have been busy filming lots of events

### **Interns**

Believe it or not our interns are past the mid way point of the Summer and nearing the final episodes. They've done a great job of covering a lot of the local events and have some good plans for the events that upcoming in the next month.

### **Community Events Covered**

We have shot several community events which are detailed in the Employee Monthly Meeting Report. We've been gathering in progress videos of lots of projects throughout our communities. In the next few weeks we will be busy with local fairs as well as the Union Township Little League Tournament.

### **Sports**

By late July hopefully all of the Fall sports schedules will be posted and we will plan our Fall schedule. We've had some volunteers reach out to let us know they are interested in helping in the Fall.

### **Additional Community Work**

I am still waiting to set up a meeting with Michelle Pitts from Alma and have made plans with her to meet next week.

Alma is hosting several Community Chats and I've let Alma residents who are MAC TV supporters know about these so they can go speak on our behalf if they wish to.

### **Industry News**

I've passed along several E-Mails recently regarding the proposed FCC rules. To my understanding at the moment the FCC has issued it's statements regarding all of the public comment and have said what they are going to attempt to do moving forward. This is what they will be voting on in early August. I've attached the document from the FCC in the email that I'm sending this board packet in. I've looked over about half of it so far as it is long and very wordy. A good portion of it spends time trying to determine if channel capacity is something that can be counted as in-kind against the franchise fee. Eventually on page 25 there is item 44 which states:

“44. Given this, we find that the questions raised by channel capacity are complex, and that the record is not developed enough to allow us to answer them. We therefore defer this issue for further consideration.<sup>177</sup> In the meantime, we find that the status quo should be maintained, and that channel capacity costs should not be offset against the franchise fee cap. This approach will minimize disruption and provide predictability to both local franchise authorities and cable operators”

Document can also be found here: <https://docs.fcc.gov/public/attachments/DOC-358439A1.pdf>

So at the moment if this passes the FCC several things will be able to be counted as in-kind against the 5% franchise fee (being on the guide, free cable, transport to headend) but channel capacity will be the same as it has been which is to not effect the franchise fees in any way. For our purposes this means there should be no change if these rules go into effect.

Carey Hammel  
Operations and Administration Director