

**Mid Michigan Area Cable Consortium
Board of Directors Regular Meeting
May 11th, 2023 3:00 PM**

I. Call to order: Roll Call.

II. Approval of the Agenda

III. Approval of minutes from the March 9th, 2023 regular meeting

IV. Treasurer's Report

- a. Financial Statement: April 2023
- b. Motion to pay bills: May 2023

V. Correspondence:

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

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**

March 9th, 2023

Call to order: Roll Call: The meeting was called to order by Kim Smith at 3:10 PM with Kim Smith, Carey Hammel, Darcy Orlik, Diane Lyon, 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 Diane Lyon.

Ayes: All

Nays: None

Motion Passed

Approval of the minutes from the December 15th, 2022 board meeting:

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

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 Diane Lyon 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 3:25pm – no public was present, Kim Smith closed public comment at 3:26pm.

New Business: None

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 3:44pm.

**MAC TV Network
 Balance Sheet
 As of May 10, 2023**

May 10, 23

ASSETS

Current Assets

Checking/Savings

001 · Bank - Operating & Sweep	11,065.37
002 · Savings - MBIA	1,594.85
003 · CD Investments	
005 · Huntington (TCF Bank)	68,219.37

Total 003 · CD Investments 68,219.37

006 · Mercantile Money Market 169,193.42

Total Checking/Savings 250,073.01

Accounts Receivable

101 · Accounts receivable -26.53

Total Accounts Receivable -26.53

Other Current Assets

100 · Prepays 3,530.00

Total Other Current Assets 3,530.00

Total Current Assets 253,576.48

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 356,555.24

LIABILITIES & EQUITY

Liabilities

Current Liabilities

Other Current Liabilities

219 · Payroll Tax Liabilities	
220 · Federal Withholding	888.00
222 · Social Security & Medicare	2,036.56
230 · State MI Withholding	505.97
235 · Unemployment - MESA & FUTA	34.70

Total 219 · Payroll Tax Liabilities 3,465.23

257 · Accrued Wages 9,346.33

Total Other Current Liabilities 12,811.56

Total Current Liabilities 12,811.56

Total Liabilities 12,811.56

Equity

390 · Net Assets - Unrestricted 602,187.00

3900 · Retained Earnings -249,997.39

392 · Net Assets - Invested in Plant 65,466.00

Net Income -73,911.93

Total Equity 343,743.68

TOTAL LIABILITIES & EQUITY 356,555.24

MAC TV Network
Profit & Loss Budget vs. Actual
 January 1 through May 10, 2023

	Jan 1 - May 10, 23	Budget	\$ Over Budget	% of Budget
Ordinary Income/Expense				
Income				
453 · Franchise Fees				
453.1 · City of Mt. Pleasant	0.00	73,000.00	-73,000.00	0.0%
453.10 · Pine River Township	0.00	8,200.00	-8,200.00	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	46,000.00	-46,000.00	0.0%
453.7 · Village of Shepherd	0.00	0.00	0.00	0.0%
453.8 · City of St. Louis	0.00	17,500.00	-17,500.00	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	181,200.00	-181,200.00	0.0%
454 · DVD Copies	0.00	0.00	0.00	0.0%
455 · Video Production Services	5,050.00	14,000.00	-8,950.00	36.1%
456 · Interest Income	619.12	500.00	119.12	123.8%
457 · Contributions/ Local Units	0.00	0.00	0.00	0.0%
458 · Grant	0.00	2,500.00	-2,500.00	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	7,000.00	-7,000.00	0.0%
466 · Clare in Kind Service	0.00	2,250.00	-2,250.00	0.0%
467 · Camp Income	0.00	0.00	0.00	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	5,669.12	207,450.00	-201,780.88	2.7%
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	18,991.90	49,379.04	-30,387.14	38.5%
604 · Operations Coordinator	0.00	0.00	0.00	0.0%
605 · Intern	0.00	10,000.00	-10,000.00	0.0%
606 · Payroll Tax Expense	3,755.57	11,000.00	-7,244.43	34.1%
607 · Salary Reimbursements Alma	0.00	0.00	0.00	0.0%
608 · Video Productions Assistant	9,182.28	38,000.00	-28,817.72	24.2%
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	9,493.75	27,500.00	-18,006.25	34.5%
613 · Playback Operations	9,030.00	27,500.00	-18,470.00	32.8%
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-	50,453.50	163,379.04	-112,925.54	30.9%
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	0.00	4,000.00	-4,000.00	0.0%
710.2 · Charter Audit	0.00	0.00	0.00	0.0%
710.3 · Bookkeeping Services	200.00	2,525.00	-2,325.00	7.9%
710 · Accounting Services - Other	0.00	0.00	0.00	0.0%
Total 710 · Accounting Services	200.00	6,525.00	-6,325.00	3.1%
711 · communications (phone) Gratiot	0.00	0.00	0.00	0.0%

MAC TV Network
Profit & Loss Budget vs. Actual
 January 1 through May 10, 2023

	Jan 1 - May 10, 23	Budget	\$ Over Budget	% of Budget
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	100.00	-100.00	0.0%
716 · Mileage Reimbursement	75.40	1,300.00	-1,224.60	5.8%
718 · Memberships & Publications	1,195.00	800.00	395.00	149.4%
724 · Rent - St Louis	0.00	0.00	0.00	0.0%
725 · Rent - Gratiot	2,425.00	5,820.00	-3,395.00	41.7%
726 · Rent - MP	7,500.00	18,000.00	-10,500.00	41.7%
727 · Office Supplies	536.57	1,400.00	-863.43	38.3%
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	445.00	900.00	-455.00	49.4%
732 · Tape supplies	0.00	0.00	0.00	0.0%
733 · Computer Software	3,599.17	4,200.00	-600.83	85.7%
744 · Postage	0.00	300.00	-300.00	0.0%
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	500.00	-500.00	0.0%
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	47.36	100.00	-52.64	47.4%
784 · Uniform Expense	0.00	150.00	-150.00	0.0%
785 · Computer R& R Account	612.93	500.00	112.93	122.6%
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	140.00	600.00	-460.00	23.3%
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)	3,911.85	9,500.00	-5,588.15	41.2%
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)	3,122.48	9,400.00	-6,277.52	33.2%
923D0 · Fiber Contract Gratiot \$122/ mo	0.00	0.00	0.00	0.0%
925 · Internet Access	324.87	1,700.00	-1,375.13	19.1%
926 · Telephone	0.00	0.00	0.00	0.0%
927 · Water/Sewer Charges	103.24	400.00	-296.76	25.8%
928 · Gas	1,118.49	3,000.00	-1,881.51	37.3%
929 · Electric	2,770.23	5,800.00	-3,029.77	47.8%
930 · Electric & Gas Gratiot	711.96	1,500.00	-788.04	47.5%
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	89.00	3,000.00	-2,911.00	3.0%
970 · Capital Outlay	0.00	0.00	0.00	0.0%
999 · Uncategorized Expenses	0.00	0.00	0.00	0.0%
Total Expense	79,581.05	244,074.04	-164,492.99	32.6%
Net Ordinary Income	-73,911.93	-36,624.04	-37,287.89	201.8%
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%

12:10 PM

05/10/23

Accrual Basis

MAC TV Network
Profit & Loss Budget vs. Actual
January 1 through May 10, 2023

	Jan 1 - May 10, 23	Budget	\$ Over Budget	% of Budget
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>-73,911.93</u>	<u>-36,624.04</u>	<u>-37,287.89</u>	<u>201.8%</u>

MAC TV Network
Payroll Summary
 April 1 through May 10, 2023

	Hours	Rate	Apr 1 - May 10, 23
Employee Wages, Taxes and Adjustments			
Gross Pay			
Salary - Exec Dir			5,697.57
Hourly - Video Production 1	138.5	10.10	2,197.15
Hourly -Asmin. Assist	164.5	17.50	2,878.75
Playback Operations	145	17.50	2,537.50
Total Gross Pay	448		13,310.97
Adjusted Gross Pay	448		13,310.97
Taxes Withheld			
Federal Withholding			-888.00
Medicare Employee			-193.01
Social Security Employee			-825.27
MI - Withholding			-505.97
Medicare Employee Addl Tax			0.00
Total Taxes Withheld			-2,412.25
Additions to Net Pay			
Mileage Reimbursement			0.00
Reimbursement - Other			130.00
Total Additions to Net Pay			130.00
Net Pay	448		11,028.72
Employer Taxes and Contributions			
Federal Unemployment			0.54
Medicare Company			193.01
Social Security Company			825.27
MI - Unemployment Company			34.66
MI - Obligation Assessment			0.00
Total Employer Taxes and Contributions			1,053.48

Mid Michigan Area Cable Consortium Payment Log - April May 2023

Vendor	Amount	Note
Charter Communications	\$227.19	SL Cable/Phone/Internet
City of Mt Pleasant	\$35.54	MP Water
City of St. Louis	\$59.37	SL Electric
IRS	\$2,054.14	941 Payment
Consumers Energy	\$123.90	SL GAS
Charter Communications	\$238.77	MP Cable/Phone/Internet
Ralph Echtenaw Window Cleaning	\$28.00	Window Cleaning
Charter Communications	\$836.12	Control Account
Charter Communications	\$390.31	Fiber Charter End
Charter Communications	\$390.31	Fiber MAC TV End
Consumers Energy	\$675.45	MP Electric
CMSInter.net LLC	\$18.95	Web Hosting
Nannans Properties	\$485.00	SL Rent
REDIRON	\$1,500.00	MP Rent
DTE Energy	\$269.67	MP Gas
State of Michigan	\$1,289.29	Michigan Sales & Withholding tax
UIA	\$148.00	UIA 1028
IRS	\$1,985.96	Federal 941
Affordable Advertising	\$145.00	Advertising - Placemats
Charter Communications	\$227.19	SL Cable/Phone/Internet
City of Mt. Pleasant	\$33.85	MP Water
City of St. Louis	\$48.21	SL Electric
Charter Communications	\$238.77	MP Cable/Phone/Internet
CMSInter.net LLC	\$18.95	Web Hosting
Consumers Energy	\$85.22	SL GAS
Nannans Properties	\$485.00	SL Rent
Ralph Echtenaw Window Cleaning	\$28.00	Window Cleaning
REDIRON	\$1,500.00	MP Rent
Consumers Energy	\$541.76	MP Electric
Charter Communications	\$517.79	Control Account
City of Mt Pleasant	\$33.85	MP Water
City of St. Louis	\$54.51	SL Electric
DTE Energy	\$165.47	MP Gas
Charter Communications	\$390.31	Fiber MAC TV End
Charter Communications	390/31	Fiber Charter End
Charter Communications	\$227.19	SL Cable/Phone/Internet
IRS	\$1,860.28	Federal 941
Total:	\$17,357.32	

Credit Card - March Bill		Note
Intuit	\$689.00	Quick Book Services
Vimeo	\$199.00	Vimeo Pro
Staples	\$101.57	Office Supplies
Credit Card Total:	\$989.57	

Total: \$18,346.89

MAC TV Network Employee Monthly Meeting

Tuesday, May 9, 2023

Spring is here!! We are so happy to start seeing our old friend, the Sun
mor regularly. Time to get our vitamin D on! We hope you all have been
doing well and are healthy. We are going to be saying goodbye to our
co-op Rylee at the end of this month! We are ready for the spring
festivals and Summer farmers markets to begin!!

Production- Mid-Mich. Business & Comm. Sustainability Partnership -
Sustainability Presentation <https://mactvnetwork.viebit.com/player.php?hash=43OqkRwQ89FR>

Mid-Mich. Business & Comm. Sustainability Partnership - Utilities
Presentation <https://mactvnetwork.viebit.com/player.php?hash=pafaD36zEgUd>

2023 Clare Irish Parade <https://mactvnetwork.viebit.com/player.php?hash=ii7978ANb9A3>
Broadway Theater Promo - "Alice in Wonderland"

<https://mactvnetwork.viebit.com/player.php?hash=8ocXR3mrLaAC>

Lansing Spartans Youth Org. Promo [https://mactvnetwork.viebit.com/player.php?
hash=94Cxae5xHFZh](https://mactvnetwork.viebit.com/player.php?hash=94Cxae5xHFZh)

2023 Mt. Pleasant Chamber of Commerce Awards Banquet
<https://mactvnetwork.viebit.com/player.php?hash=GAGmBBbj30Jg>

Mt Pleasant Parks and Recreation volunteer Promo [April-23 on Vimeo](#)

Mt Pleasant Parks and Recreation March Volunteer of the month

[March23.mp4 on Vimeo](#)

SMS Resale Promo [SMS Resale on Vimeo](#)

A thought for the month: If you have good thoughts they will shine out of your face like sunbeams and you will always look lovely... Roald Dahl

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

May Director's Report (Submitted 5/10/23)

The last few months have been busy covering a variety of things and planning for a great Summer.

2022-23 Co-Op

Rylee has been doing a great job and produced a number of segments and productions. We recently traveled to the CMU Art Gallery and shot a very cool display there.

Interns

I have interviewed 4 candidates for Summer Interns and offered to 3. So far one has accepted, one declined but will consider in the Fall and waiting to hear back from the 3rd. Excited to have atleast one good intern to work on some of our Summer Productions.

Current & Future Projects

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

Nick recently covered a Clare/Harrison Baseball/Softball game and has plans to cover St. Louis and Sacred Heart as well.

Nick also recently shot a segment on the local Youth Boxing club and we will be shooting some promos for some events they have coming soon.

Mt. Pleasant City Hall is hosting a few seminars for the Climate Lobby that we plan to assist with live streaming and playing back.

Electric Bill Issues

Dusty, myself and Glenn have looked extensively into the issues with the electric bill and are narrowing down culprits. Consumers came and did confirm that the meter is working correctly. We are tracking the output on the meter as there have been some curious spikes. We are also waiting on an HVAC specialist to check out some of our equipment to see if that might be an issue.

2023 Audit

The 2023 Audit has been completed and everything looks good from what I can tell. We will be getting a presentation in our June meeting.

Industry/ACM News

There has not been any incredibly important news in the last month.

Carey Hammel
Operations and Administration Director