

**Mid Michigan Area Cable Consortium
Board of Directors Regular Meeting
October 17th, 2019 3:00 P.M.**

I. Call to order: Roll Call.

II. Approval of the Agenda

III. Approval of minutes from the September 19th, 2019 regular meeting

IV. Treasurer's Report

- a. Financial Statement: September 2019
- b. Motion to pay bills: October 2019

V. Correspondence:

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

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

VII. New Business:

- a. St. Louis Lease Discussion

VIII. Old Business

IX. Other Business

X. Adjourn

**Mid-Michigan Area Cable
Consortium Meeting Minutes
September 19th 2019**

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

Approval of the Agenda:

A motion was made to approve the agenda by Tracey Connelly and supported by Bobbie Marr.

Ayes: All
Nays: None

Approval of the minutes from the July 18, 2019 board meeting:

A motion was made to approve the minutes from the July 18th, 2019 board meeting by Bobbie Marr and supported by Darcy Orlik.

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 Diane Lyon and supported by Bobbie Marr.

Ayes: All
Nays: None

Correspondence:

Complaint Communications: No Complaints mentioned.

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. Grant** – Carey Hammel presented the MCACA Grant to the board. A motion was made by Bobbie Marr to approve the grant request, supported by Tracey Connelly.

Ayes: All
Nays: None

b. FCC New Rules – The board discussed the new rules adopted in September by the FCC and how they effect PEG as a whole and the Consortium directly. It

was also discussed what direction these rules seem to be heading and that the direction could potentially have a bigger impact on the Consortium. A motion made by Diane Lyon to support the ProTec challenge of these rules for a total of \$5,600 which puts the communities of the Mid Michigan Able Cable Consortium as tier one in the support category and will name them, supported by Tracey Connelly.

Ayes: All

Nays: None

Old Business: None

Adjourn: With no further business before the board a motion to adjourn was made by Bobbie Marr and supported by Darcy Orlik. All Ayes and the motion passed and the meeting was adjourned at 4:14pm.

MAC TV Network
Balance Sheet
As of October 17, 2019

Oct 17, 19

ASSETS

Current Assets

Checking/Savings

001 · Bank - Operating & Sweep	22,989.93
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 298,271.88

Accounts Receivable

101 · Accounts receivable -26.55

Total Accounts Receivable -26.55

Total Current Assets 298,245.33

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 401,224.09

LIABILITIES & EQUITY

Liabilities

Current Liabilities

Other Current Liabilities

219 · Payroll Tax Liabilities	
220 · Federal Withholding	397.99
222 · Social Security & Medicare	1,002.84
230 · State MI Withholding	250.80
235 · Unemployment - MESA & FUTA	92.27

Total 219 · Payroll Tax Liabilities 1,743.90

257 · Accrued Wages 3,663.44

Total Other Current Liabilities 5,407.34

Total Current Liabilities 5,407.34

Total Liabilities 5,407.34

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	-107,787.89

Total Equity 395,816.75

TOTAL LIABILITIES & EQUITY 401,224.09

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

	Jan 1 - Oct 17, 19	Budget	\$ Over Budget	% of Budget
Ordinary Income/Expense				
Income				
453 · Franchise Fees				
453.1 · City of Mt. Pleasant	43,912.96	88,000.00	-44,087.04	49.9%
453.10 · Pine River Township	4,423.44	8,500.00	-4,076.56	52.0%
453.11 · City of Ithaca	0.00	0.00	0.00	0.0%
453.12 · Arcada Township	2,631.17	5,000.00	-2,368.83	52.6%
453.2 · City of Clare	9,289.93	19,000.00	-9,710.07	48.9%
453.3 · City of Alma	0.00	0.00	0.00	0.0%
453.4 · City of Harrison	6,204.21	12,500.00	-6,295.79	49.6%
453.5 · City of Evart	0.00	0.00	0.00	0.0%
453.6 · Union Township	26,906.08	53,000.00	-26,093.92	50.8%
453.7 · Village of Shepherd	0.00	0.00	0.00	0.0%
453.8 · City of St. Louis	9,325.65	18,500.00	-9,174.35	50.4%
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	102,693.44	204,500.00	-101,806.56	50.2%
454 · DVD Copies	22.50	200.00	-177.50	11.3%
455 · Video Production Services	5,235.00	12,000.00	-6,765.00	43.6%
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)	4,823.28	10,000.00	-5,176.72	48.2%
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%
Total Income	113,069.22	232,050.00	-118,980.78	48.7%
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	38,346.00	47,476.00	-9,130.00	80.8%
604 · Operations Coordinator	0.00	0.00	0.00	0.0%
605 · Intern	8,850.00	13,000.00	-4,150.00	68.1%
606 · Payroll Tax Expense	12,134.39	17,600.00	-5,465.61	68.9%
607 · Salary Reimbursements Alma	0.00	0.00	0.00	0.0%
608 · Video Productions Assistant	54,934.86	62,000.00	-7,065.14	88.6%
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	16,757.04	19,000.00	-2,242.96	88.2%
613 · Playback Operations	16,857.95	23,000.00	-6,142.05	73.3%
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	55.00	0.00	55.00	100.0%
600 · Employee Payroll Expense- - Other	1,843.03	0.00	1,843.03	100.0%
Total 600 · Employee Payroll Expense-	149,778.27	182,076.00	-32,297.73	82.3%
680 · credits/returns	0.00	0.00	0.00	0.0%
710 · Accounting Services				
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	1,525.00	2,400.00	-875.00	63.5%
710 · Accounting Services - Other	0.00	0.00	0.00	0.0%
Total 710 · Accounting Services	5,325.00	5,790.00	-465.00	92.0%

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

	Jan 1 - Oct 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	390.53	500.00	-109.47	78.1%
716 · Mileage Reimbursement	1,122.47	2,500.00	-1,377.53	44.9%
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	4,500.00	5,400.00	-900.00	83.3%
726 · Rent - MP	20,465.40	25,200.00	-4,734.60	81.2%
727 · Office Supplies	1,291.46	1,500.00	-208.54	86.1%
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	1,492.00	2,000.00	-508.00	74.6%
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	165.00	400.00	-235.00	41.3%
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)	523.87	1,000.00	-476.13	52.4%
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%
Total 781 · Contract Services	199.00	3,000.00	-2,801.00	6.6%
782 · Production Expense	76.13	400.00	-323.87	19.0%
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	2,331.36	1,800.00	531.36	129.5%
789 · Small Hand Tools	0.00	0.00	0.00	0.0%
790 · Cleaning	1,180.00	2,000.00	-820.00	59.0%
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)	6,335.90	7,000.00	-664.10	90.5%
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)	7,010.64	9,400.00	-2,389.36	74.6%
923D0 · Fiber Contract Gratiot \$122/ mo	0.00	0.00	0.00	0.0%
925 · Internet Access	682.46	1,500.00	-817.54	45.5%
926 · Telephone	0.00	0.00	0.00	0.0%
927 · Water/Sewer Charges	206.94	400.00	-193.06	51.7%
928 · Gas	2,220.91	2,000.00	220.91	111.0%
929 · Electric	4,795.75	5,500.00	-704.25	87.2%
930 · Electric & Gas Gratiot	840.41	1,500.00	-659.59	56.0%
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	4,421.00	5,500.00	-1,079.00	80.4%
970 · Capital Outlay	0.00	0.00	0.00	0.0%
999 · Uncategorized Expenses	0.00	0.00	0.00	0.0%
Total Expense	220,857.11	275,016.00	-54,158.89	80.3%
Net Ordinary Income	-107,787.89	-42,966.00	-64,821.89	250.9%

9:19 AM

10/17/19

Accrual Basis

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

	Jan 1 - Oct 17, 19	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>-107,787.89</u>	<u>-42,966.00</u>	<u>-64,821.89</u>	<u>250.9%</u>

MAC TV Network
Payroll Summary
 October 1 - 17, 2019

	Hours	Rate	Oct 1 - 17, 19
Employee Wages, Taxes and Adjustments			
Gross Pay			
Salary - Exec Dir			1,826.00
Salary - Interns	76.5		450.00
Hourly - Video Production 1	246	11.49	2,704.07
Hourly -Asmin. Assist	51	16.07	819.57
Playback Operations	47.25	15.97	754.58
Total Gross Pay	420.75		6,554.22
Adjusted Gross Pay	420.75		6,554.22
Taxes Withheld			
Federal Withholding			-398.00
Medicare Employee			-95.06
Social Security Employee			-406.36
MI - Withholding			-250.80
Medicare Employee Addl Tax			0.00
Total Taxes Withheld			-1,150.22
Additions to Net Pay			
Mileage Reimbursement			78.53
Reimbursement - Other			0.00
Total Additions to Net Pay			78.53
Net Pay	420.75		5,482.53
Employer Taxes and Contributions			
Federal Unemployment			6.51
Medicare Company			95.06
Social Security Company			406.36
MI - Unemployment Company			21.05
MI - Obligation Assessment			18.31
Total Employer Taxes and Contributions			547.29

Mid Michigan Area Cable Consortium Payment Log –October 2019

* Paid as were due

Vendor	Amount	Note
Brainshower Design	\$139.00	Advertising
City of Mt. Pleasant	\$23.28	MP Water
Consumers Energy	\$605.65	MP Electric
DTE Energy	\$39.09	MP Gas
Charter Communications	\$389.48	Fiber MAC TV End
Charter Communications	\$389.48	Fiber Charter End
State of Michigan	\$1,682.80	Sales & Withholding Tax
State of Michigan UIA	\$248.47	Unemployment Insurance
IRS	\$4,054.86	Federal 941 Payment
Charter Communications	\$179.53	SL Cable/Internet/Phone
City of St. Louis	\$57.15	SL Electric
CMSInter.Net LLC	\$37.90	Web Hosting
Consumers Energy	\$16.02	SL Gas
Dorothy Howard CPA	\$200.00	July Accounting
Hannah Maney Cleaning	\$100.00	October Cleaning
Mid Michigan Security Systems	\$270.00	Security System
Mt. Pleasant Chamber of Commerce	\$200.00	Advertising/Expo
Ralph Echtenaw Window Cleaning	\$28.00	Window Cleaning
Total:	\$8,660.71	

Credit Card – October bill hasn't arrived yet	Amount	Note
Credit Card Total:	\$0.00	

Total: \$8,660.71

MAC TV Network Employee Monthly Meeting

Tuesday October 15, 2019

It is official Fall is here, the leaves are changing, and the nights are getting a little cooler and high school athletics are in full swing! We are finishing up taping our staff monster movie as well as keeping busy with our shows and programs. Come checkout the Monster Movie entries October 28th at Celebration Cinema at 7pm.

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

Pleasant Chat - Season 19 Episode 2 In this episode we visit Papa's Pumpkin Patch for the Annual Apple fest. We then head to the 1st Annual Corporate Head Challenge put on by the Mt Pleasant Area Chamber of commerce where area business taken on each other in different events through the week. We ended the episode with National Coffee day at Cops and Donuts.

<https://mactvnetwork.viebit.com/player.php?hash=wf3RhYhCO1tX>

Sports Attack Check out the Saginaw Nouvel vs. St. Louis Girls Varsity Volleyball <https://vimeo.com/365613755>

Art Review Season 17 Episode1 In this Episode Thomas went to Clare Library and checked out the Alcohol Ink Tile Painting class. Then Theresa headed to the 515 Gallery in Clare to check out the new exhibit. Then Karissa went downtown Mt Pleasant to Art Reach to observe a fluid painting class.

<https://mactvnetwork.viebit.com/player.php?hash=134ejBZrERsz>

The Bell Season 4 Episode 2 Melissa and Katelyn Head to Mt Pleasant School for "Drive for your School" Krapohl Ford had cars for test drive to raise \$20 per test drive of cars money that is donated to the booster clubs. Demetri also is at Mt Pleasant for the Health and Wellness Awareness tailgate. He also went to Sacred Hearts homecoming assembly and Mock Rock.

<https://mactvnetwork.viebit.com/player.php?hash=ijyWYqYFt86A>

Our MMI group from Tuesday are continually working on a series called "My Own Voice" please look at the second one featuring Kelly. <https://vimeo.com/366566981>

Check out the "Your Water Your Voice" - St. Louis Promo

<https://vimeo.com/365838272> Then we have our Monster movie 2109 Prom

<https://vimeo.com/365552443>.

As soon as the third quarter franchise fees are released, I will get the invoices out to the communities whom require them

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

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

October Director's Report (Submitted 10/17/2019)

October has seen us getting into the Halloween Spirit and staying busy covering lots of events!

Interns

Our interns are doing a great job and have finished 2 episodes of Pleasant Chat and 1 of Art Review. They've covered a wide variety of events.

Co-Ops

Our Co-Ops have also been doing a great job. They have helped us edit quite a few extra videos in addition to having 3 episodes of "The Bell" complete. They've covered lots of unique events for our schools and also did a lot of Homecoming activities that last few weeks.

Community Events Covered

We have shot several community events which are detailed in the Employee Monthly Meeting Report.

Sports

We've covered quite a few Volleyball and Football games. We did a Mt. Pleasant football game and had quite a few volunteers from the Tech Center, haven't had a lot of volunteer help at the games other than that.

Additional Community Work

We worked on a video for the Gratiot County Chamber of Commerce regarding a Water meeting they were hosting in St. Louis. Working with them on the projects we are able to I believe will help showcase what we can do to some of the people in Alma and Ithaca.

Community Equipment

The wireless microphones at Mt. Pleasant City Hall had been getting bad and this Fall seemed to fail completely. I recommended a few options and they purchased and installed them and they seem to be working fine. There have been some other hardware/connectivity issues there but none due to our operation of the equipment and all seem to be caused by the age of the equipment and how they are connected over the network. Steve has tested the equipment and all is functioning now. We are always available to assist and test as needed.

Union Township had some issues with 2 of the microphones. I went over and was able to diagnose and fix the issue. We know what is causing it and will make further adjustments if it continues.

Industry News

After the last meeting when we decided to support the ProTec Appeal I contacted Mike Watzka and got that process started. He is still working on getting an invoice and once we get that we will send a check. I have a document prepared that I will share with you once everything is finalized that you will be able to share with your communities as you see fit.

At this time there hasn't been any updates on the appeal process or other issues.

Carey Hammel
Operations and Administration Director