

**Mid Michigan Area Cable Consortium
Board of Directors Regular Meeting
July 20, 2017 3:00 P.M.**

I. Call to order: Roll Call.

II. Approval of the Agenda

III. Approval of minutes from the June 15th, 2017 regular meeting

IV. Treasurer's Report

- a. Financial Statement: June 2017
- b. Motion to pay bills : July 2017

V. Correspondence:

- a. Complaint communications:
- b. Employee monthly meeting report July 2017
- c. Directors Report July 2017

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

VII. New Business:

- a. 2017 Strategic Planning Mid Year Report

VIII. Old Business

IX. Other Business

X. Adjourn

Mid Michigan Area Cable Consortium
Meeting Minutes June 15th, 2017

Call to order: Roll Call: The meeting was called to order by Chair Kim Smith at 3:02 PM with Tracey Beadle, Kim Smith, Bobbie Marr, Diane Lyon, Kim Smith, Kent Roth and Paul Borle in attendance.

Approval of the Agenda:

Diane Lyon slide show procedure to new business. A motion was made to approve the agenda with additions by Bobbie Marr and supported by Diane Lyon.

Ayes: all
Nays: none
motion passed

Approval of the minutes from the May 18th, 2017 board meeting: Bobbie Marr made a motion to approve the minutes of the May 18th, 2017 Board meeting, supported by Diane Lyon.

Ayes: all
Nays: none
motion passed

Treasurer's Report

Financial statements: Kim Smith presented the financial statements to the board.

Motion to pay bills: Tracey Beadle made a motion to pay bills, supported by Bobbie Marr.

Ayes: all
Nays: none
motion passed

Complaint Communications: Carey Hammel discussed communications with Charter regarding possible outages and signal issues. Paul Borle mentioned specific times that channels had been out, Carey also had made a note of similar times. Kim Smith mentioned a similar issue Union Township.

Employee monthly meeting report: Carey Hammel reported on the employee's monthly meeting and what projects everyone was working on for the month of May.

Director Report: Carey Hammel gave a directors report.

Public Comment: Kim Smith opened the public comment section of the agenda, no public was present, closed the public comment section of agenda.

New Business

a. Slideshow procedure: Carey Hammel presented a new procedure for slideshows with the new process for channels. The board discussed the procedure and gave some suggestions.

Old Business: NA

Other Business:

Adjourn: With no further business before the board a motion to adjourn was made by Tracey Beadle and supported by Kent Roth. All Ayes and the motion passed and the meeting was adjourned at 3:43pm.

MAC TV Network
Profit & Loss Budget vs. Actual
 January 1 through July 19, 2017

	Jan 1 - Jul 19, 17	Budget	\$ Over Budget	% of Budget
Ordinary Income/Expense				
Income				
453 · Franchise Fees				
453.1 · City of Mt. Pleasant	22,510.14	93,000.00	-70,489.86	24.2%
453.10 · Pine River Township	2,124.61	8,000.00	-5,875.39	26.6%
453.11 · City of Ithaca	3,295.47	13,000.00	-9,704.53	25.3%
453.12 · Arcada Township	1,267.44	5,000.00	-3,732.56	25.3%
453.2 · City of Clare	4,689.51	20,000.00	-15,310.49	23.4%
453.3 · City of Alma	10,473.82	44,500.00	-34,026.18	23.5%
453.4 · City of Harrison	2,989.72	12,500.00	-9,510.28	23.9%
453.5 · City of Evart	0.00	0.00	0.00	0.0%
453.6 · Union Township	13,096.41	53,000.00	-39,903.59	24.7%
453.7 · Village of Shepherd	2,163.07	0.00	2,163.07	100.0%
453.8 · City of St. Louis	4,637.26	18,000.00	-13,362.74	25.8%
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%
Total 453 · Franchise Fees	67,247.45	267,000.00	-199,752.55	25.2%
454 · DVD Copies	144.50	200.00	-55.50	72.3%
455 · Video Production Services	1,850.00	8,650.00	-6,800.00	21.4%
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	1,600.00	-1,600.00	0.0%
459 · Charter Advertising Revenue	0.00	0.00	0.00	0.0%
460 · Sale of Assets	1.95	0.00	1.95	100.0%
465 · Peg Fees (Charter)	6,313.50	12,500.00	-6,186.50	50.5%
466 · Clare in Kind Service	0.00	2,250.00	-2,250.00	0.0%
467 · Camp Income	275.00	250.00	25.00	110.0%
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	75,832.40	294,250.00	-218,417.60	25.8%
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	25,564.00	47,476.00	-21,912.00	53.8%
604 · Operations Coordinator	0.00	0.00	0.00	0.0%
605 · Intern	6,600.00	15,000.00	-8,400.00	44.0%
606 · Payroll Tax Expense	10,738.89	23,000.00	-12,261.11	46.7%
607 · Salary Reimbursements Alma	0.00	0.00	0.00	0.0%
608 · Video Productions Assistant	37,254.75	75,000.00	-37,745.25	49.7%
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	13,963.68	28,000.00	-14,036.32	49.9%
613 · Playback Operations	13,109.22	27,000.00	-13,890.78	48.6%
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-	107,230.54	215,476.00	-108,245.46	49.8%
680 · credits/returns	0.00	0.00	0.00	0.0%
710 · Accounting Services				
710.1 · Annual Audit	3,390.00	3,390.00	0.00	100.0%
710.2 · Charter Audit	0.00	0.00	0.00	0.0%
710.3 · Bookkeeping Services	1,125.00	2,400.00	-1,275.00	46.9%
710 · Accounting Services - Other	0.00	0.00	0.00	0.0%
Total 710 · Accounting Services	4,515.00	5,790.00	-1,275.00	78.0%

MAC TV Network
Profit & Loss Budget vs. Actual
 January 1 through July 19, 2017

	Jan 1 - Jul 19, 17	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	143.62	900.00	-756.38	16.0%
716 · Mileage Reimbursement	2,315.20	3,500.00	-1,184.80	66.1%
718 · Memberships & Publications	370.00	800.00	-430.00	46.3%
725 · Rent - Gratiot	3,449.60	6,100.00	-2,650.40	56.6%
726 · Rent - MP	14,325.78	25,200.00	-10,874.22	56.8%
727 · Office Supplies	1,400.35	3,200.00	-1,799.65	43.8%
728 · Rent - Clare	0.00	2,250.00	-2,250.00	0.0%
730 · Print/Publish	0.00	400.00	-400.00	0.0%
731 · Advertising	6,254.80	10,000.00	-3,745.20	62.5%
732 · Tape supplies	228.84	0.00	228.84	100.0%
733 · Computer Software	789.65	2,000.00	-1,210.35	39.5%
744 · Postage	177.97	400.00	-222.03	44.5%
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)	345.47	1,500.00	-1,154.53	23.0%
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	185.56	500.00	-314.44	37.1%
783 · Professional Development	252.29	2,000.00	-1,747.71	12.6%
784 · Uniform Expense	890.48	1,000.00	-109.52	89.0%
785 · Computer R& R Account	454.98	2,000.00	-1,545.02	22.7%
786 · Equipment R&R	54.94	1,300.00	-1,245.06	4.2%
787 · Maintenance Supplies	0.00	100.00	-100.00	0.0%
788 · Building Repair & Maintenance	705.33	2,600.00	-1,894.67	27.1%
789 · Small Hand Tools	0.00	100.00	-100.00	0.0%
790 · Cleaning	1,050.00	2,000.00	-950.00	52.5%
802 · Legal Fees	0.00	2,500.00	-2,500.00	0.0%
803 · Fees	0.00	0.00	0.00	0.0%
804 · Studio Cable (Mt. P & Alma)	3,803.81	13,000.00	-9,196.19	29.3%
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 Gratiot \$122/ mo	854.00	9,000.00	-8,146.00	9.5%
925 · Internet Access	2,527.03	4,000.00	-1,472.97	63.2%
926 · Telephone	0.00	0.00	0.00	0.0%
927 · Water/Sewer Charges	66.97	500.00	-433.03	13.4%
928 · Gas	2,100.15	3,500.00	-1,399.85	60.0%
929 · Electric	3,055.01	6,600.00	-3,544.99	46.3%
930 · Electric & Gas Gratiot	1,163.88	1,950.00	-786.12	59.7%
931 · Water/Sewer Alma	252.27	550.00	-297.73	45.9%
941 · Rental Charges	0.00	0.00	0.00	0.0%
944 · Capital Improvement/Outlay	13,224.40	15,000.00	-1,775.60	88.2%
945 · Major Equipment Purchases	8,353.43	15,000.00	-6,646.57	55.7%
950 · Insurance	823.66	5,500.00	-4,676.34	15.0%
970 · Capital Outlay	0.00	0.00	0.00	0.0%
999 · Uncategorized Expenses	0.00	0.00	0.00	0.0%
Total Expense	181,564.01	369,216.00	-187,651.99	49.2%
Net Ordinary Income	-105,731.61	-74,966.00	-30,765.61	141.0%

3:20 PM

07/19/17

Accrual Basis

MAC TV Network
Profit & Loss Budget vs. Actual
January 1 through July 19, 2017

	Jan 1 - Jul 19, 17	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>-105,731.61</u>	<u>-74,966.00</u>	<u>-30,765.61</u>	<u>141.0%</u>

MAC TV Network
Balance Sheet
As of July 19, 2017

Jul 19, 17

ASSETS

Current Assets

Checking/Savings

001 · Bank - Operating & Sweep	52,888.73
002 · Savings - MBIA	65,799.39
003 · CD Investments	
004 · Wolverine Bank	250,467.27
005 · Chemical Bank	66,303.06

Total 003 · CD Investments 316,770.33

Total Checking/Savings 435,458.45

Other Current Assets

100 · Prepays	2,831.00
112 · Franchise Fees Receivables	79,823.92

Total Other Current Assets 82,654.92

Total Current Assets 518,113.37

Fixed Assets

152 · Building Improvements	171,807.00
154 · Studio Equipment	217,399.01
156 · Furniture & Fixtures - MP	15,579.10
160 · Accum Depreciation - MP	-339,319.16

Total Fixed Assets 65,465.95

TOTAL ASSETS 583,579.32

LIABILITIES & EQUITY

Liabilities

Current Liabilities

Other Current Liabilities

202 · Accounts Payable	437.22
219 · Payroll Tax Liabilities	
220 · Federal Withholding	8,388.14
222 · Social Security & Medicare	-5,044.50
230 · State MI Withholding	1,245.16
235 · Unemployment - MESA & FUTA	-430.00
219 · Payroll Tax Liabilities - Other	171.39

Total 219 · Payroll Tax Liabilities 4,330.19

257 · Accrued Wages 2,807.36

Total Other Current Liabilities 7,574.77

Total Current Liabilities 7,574.77

Total Liabilities 7,574.77

Equity

390 · Net Assets - Unrestricted	534,086.32
3900 · Retained Earnings	127,968.49
392 · Net Assets - Invested in Plant	19,681.35
Net Income	-105,731.61

Total Equity 576,004.55

TOTAL LIABILITIES & EQUITY 583,579.32

MAC TV Network
Payroll Summary
 July 1 - 19, 2017

	Bronwyn C Moisan			Carey Hammel			Christine T Gwisdala			Dustin Gillis		
	Hours	Rate	Jul 1 -...	Hours	Rate	Jul 1 - ...	Hours	Rate	Jul 1 -...	Hours	Rate	Jul 1 -...
Employee Wages, Taxes and Adjustments												
Gross Pay												
Salary - Exec Dir			0.00			1,826.00			0.00			0.00
Salary - Interns			150.00			0.00			150.00			0.00
Hourly - PA Assistant			0.00	18.00		0.00			0.00			0.00
Hourly - Video Production 1			0.00			0.00			0.00			0.00
Hourly -Asmin. Assist			0.00			0.00			0.00	65	15.37	999.05
Playback Operations			0.00			0.00			0.00			0.00
Bonus			0.00			0.00			0.00			0.00
Total Gross Pay			<u>150.00</u>			<u>1,826.00</u>			<u>150.00</u>	<u>65</u>		<u>999.05</u>
Adjusted Gross Pay			150.00			1,826.00			150.00	65		999.05
Taxes Withheld												
Federal Withholding			-6.00			-232.00			-6.00			-51.00
Medicare Employee			-2.17			-26.48			-2.17			-14.48
Social Security Employee			-9.30			-113.21			-9.30			-61.94
MI - Withholding			-6.38			-71.07			-6.38			-35.92
Medicare Employee Addl Tax			0.00			0.00			0.00			0.00
Total Taxes Withheld			<u>-23.85</u>			<u>-442.76</u>			<u>-23.85</u>			<u>-163.34</u>
Additions to Net Pay												
Mileage Reimbursement			0.00			0.00			0.00			0.00
Reimbursement - Other			0.00			65.00			0.00			60.48
Total Additions to Net Pay			<u>0.00</u>			<u>65.00</u>			<u>0.00</u>			<u>60.48</u>
Net Pay			<u><u>126.15</u></u>			<u><u>1,448.24</u></u>			<u><u>126.15</u></u>	<u><u>65</u></u>		<u><u>896.19</u></u>
Employer Taxes and Contributions												
Federal Unemployment			0.90			0.00			0.90			0.00
Medicare Company			2.17			26.48			2.17			14.48
Social Security Company			9.30			113.21			9.30			61.94
MI - Unemployment Company			5.40			0.00			5.40			0.00
MI - Obligation Assessment			2.07			25.20			2.07			13.79
Total Employer Taxes and Contributions			<u><u>19.84</u></u>			<u><u>164.89</u></u>			<u><u>19.84</u></u>			<u><u>90.21</u></u>

MAC TV Network Payroll Summary July 1 - 19, 2017

	Eleanor F Etienne			Erika C. Metcalf			Hazen S Nester			Jared T Biehl		
	Hours	Rate	Jul 1 - ...	Hours	Rate	Jul 1 - ...	Hours	Rate	Jul 1 - ...	Hours	Rate	Jul 1 - ...
Employee Wages, Taxes and Adjustments												
Gross Pay												
Salary - Exec Dir			0.00			0.00			0.00			0.00
Salary - Interns			0.00			0.00			0.00			150.00
Hourly - PA Assistant			0.00			0.00			0.00			0.00
Hourly - Video Production 1	60.75	10.78	654.89	26	10.70	278.20	10.25	20.00	205.00			0.00
Hourly -Asmin. Assist			0.00			0.00			0.00			0.00
Playback Operations			0.00			0.00	62.25	15.31	953.05			0.00
Bonus			0.00			0.00			0.00			0.00
Total Gross Pay	<u>60.75</u>		<u>654.89</u>	<u>26</u>		<u>278.20</u>	<u>72.5</u>		<u>1,158.05</u>			<u>150.00</u>
Adjusted Gross Pay	60.75		654.89	26		278.20	72.5		1,158.05			150.00
Taxes Withheld												
Federal Withholding			-67.00			-3.00			-119.00			0.00
Medicare Employee			-9.49			-4.03			-16.79			-2.17
Social Security Employee			-40.60			-17.25			-71.80			-9.30
MI - Withholding			-27.83			-11.82			-49.22			0.00
Medicare Employee Addl Tax			0.00			0.00			0.00			0.00
Total Taxes Withheld			<u>-144.92</u>			<u>-36.10</u>			<u>-256.81</u>			<u>-11.47</u>
Additions to Net Pay												
Mileage Reimbursement			38.52			0.00			0.00			0.00
Reimbursement - Other			0.00			0.00			0.00			0.00
Total Additions to Net Pay			<u>38.52</u>			<u>0.00</u>			<u>0.00</u>			<u>0.00</u>
Net Pay	<u><u>60.75</u></u>		<u><u>548.49</u></u>	<u><u>26</u></u>		<u><u>242.10</u></u>	<u><u>72.5</u></u>		<u><u>901.24</u></u>			<u><u>138.53</u></u>
Employer Taxes and Contributions												
Federal Unemployment			0.00			1.67			0.00			0.90
Medicare Company			9.49			4.03			16.79			2.17
Social Security Company			40.60			17.25			71.80			9.30
MI - Unemployment Company			9.21			10.01			0.00			5.40
MI - Obligation Assessment			3.53			3.84			15.98			2.07
Total Employer Taxes and Contributions			<u><u>62.83</u></u>			<u><u>36.80</u></u>			<u><u>104.57</u></u>			<u><u>19.84</u></u>

MAC TV Network
Payroll Summary
 July 1 - 19, 2017

	Joseph G Carravallah			Katelyn E Hutchinson			Kylie A Hutchinson			Steve L Swart		
	Hours	Rate	Jul 1 -...	Hours	Rate	Jul 1 -...	Hours	Rate	Jul 1 -...	Hours	Rate	Jul 1 -...
Employee Wages, Taxes and Adjustments												
Gross Pay												
Salary - Exec Dir			0.00			0.00			0.00			0.00
Salary - Interns			0.00			0.00			0.00			0.00
Hourly - PA Assistant			0.00			0.00			0.00			0.00
Hourly - Video Production 1	74	9.83	727.42	37	9.50	351.50	37	9.50	351.50	5.5	20.00	110.00
Hourly -Asmin. Assist			0.00			0.00			0.00			0.00
Playback Operations			0.00			0.00			0.00			0.00
Bonus			0.00			0.00			0.00			0.00
Total Gross Pay	<u>74</u>		<u>727.42</u>	<u>37</u>		<u>351.50</u>	<u>37</u>		<u>351.50</u>	<u>5.5</u>		<u>110.00</u>
Adjusted Gross Pay	74		727.42	37		351.50	37		351.50	5.5		110.00
Taxes Withheld												
Federal Withholding			-78.00			-26.00			-26.00			0.00
Medicare Employee			-10.54			-5.09			-5.10			-1.59
Social Security Employee			-45.10			-21.80			-21.79			-6.82
MI - Withholding			-30.92			-14.94			-14.94			0.00
Medicare Employee Addl Tax			0.00			0.00			0.00			0.00
Total Taxes Withheld			<u>-164.56</u>			<u>-67.83</u>			<u>-67.83</u>			<u>-8.41</u>
Additions to Net Pay												
Mileage Reimbursement			17.12			0.00			0.00			0.00
Reimbursement - Other			0.00			0.00			0.00			0.00
Total Additions to Net Pay			<u>17.12</u>			<u>0.00</u>			<u>0.00</u>			<u>0.00</u>
Net Pay	<u>74</u>		<u>579.98</u>	<u>37</u>		<u>283.67</u>	<u>37</u>		<u>283.67</u>	<u>5.5</u>		<u>101.59</u>
Employer Taxes and Contributions												
Federal Unemployment			4.37			2.11			2.11			0.66
Medicare Company			10.54			5.09			5.10			1.59
Social Security Company			45.10			21.80			21.79			6.82
MI - Unemployment Company			26.19			12.65			12.65			3.96
MI - Obligation Assessment			10.04			4.85			4.85			1.52
Total Employer Taxes and Contributions			<u>96.24</u>			<u>46.50</u>			<u>46.50</u>			<u>14.55</u>

MAC TV Network
Payroll Summary
 July 1 - 19, 2017

	Timothy J Geib			TOTAL		
	Hours	Rate	Jul 1 -...	Hours	Rate	Jul 1 - 1...
Employee Wages, Taxes and Adjustments						
Gross Pay						
Salary - Exec Dir			0.00			1,826.00
Salary - Interns			150.00			600.00
Hourly - PA Assistant			0.00			0.00
Hourly - Video Production 1			0.00	250.50		2,678.51
Hourly -Asmin. Assist			0.00	65.00		999.05
Playback Operations			0.00	62.25		953.05
Bonus			0.00			0.00
Total Gross Pay			<u>150.00</u>	<u>377.75</u>		<u>7,056.61</u>
Adjusted Gross Pay			150.00	377.75		7,056.61
Taxes Withheld						
Federal Withholding			-6.00			-620.00
Medicare Employee			-2.17			-102.27
Social Security Employee			-9.30			-437.51
MI - Withholding			-6.38			-275.80
Medicare Employee Addl Tax			0.00			0.00
Total Taxes Withheld			<u>-23.85</u>			<u>-1,435.58</u>
Additions to Net Pay						
Mileage Reimbursement			0.00			55.64
Reimbursement - Other			0.00			125.48
Total Additions to Net Pay			<u>0.00</u>			<u>181.12</u>
Net Pay			<u>126.15</u>	<u>377.75</u>		<u>5,802.15</u>
Employer Taxes and Contributions						
Federal Unemployment			0.90			14.52
Medicare Company			2.17			102.27
Social Security Company			9.30			437.51
MI - Unemployment Company			5.40			96.27
MI - Obligation Assessment			2.07			91.88
Total Employer Taxes and Contributions			<u>19.84</u>			<u>742.45</u>

Mid Michigan Area Cable Consortium Payment Log – July 2017

* Paid as were due

Vendor	Amount	Note
A Lot A Clean*	\$28.00	Window Cleaning
Charter Communications*	\$355.69	Control Account
CMSInter.net LLC*	\$18.95	Web Hosting
Consumers Energy*	\$534.39	MP Electric
Dish Network*	\$47.53	Dish
Harrison DDA*	\$50.00	Advertising
Winn Telecom*	\$293.09	Phone & Internet
Charter Communications*	\$391.20	Charter Fiber
Winn Telecom*	\$122.00	Fiber (Switching to Alma)
State of Michigan	\$547.85	Sales & Withholding
State of Michigan	\$1,301.87	UIA
IRS	\$3,367.72	941
City of Alma	\$492.80	Alma Rent
REDIRON	\$2,046.54	MP Rent
Affordable Advertising	\$265.00	Placemat Ads
Charter Communications	\$63.54	MP Studio Cable
City of Mt. Pleasant	\$21.10	MP Water
Consumers Energy	\$95.02	Alma Electric & Gas
DTE Energy	\$41.76	MP Gas
Orkin Pest Control	\$75.86	Pest Control
City of Alma	\$34.69	Alma Water
Charter Communications	\$56.31	Alma Studio Cable
Hannah Maney	\$150.00	Cleaning
Charter Communications	\$361.02	Control Account
CMSInter.net LLC	\$18.95	Web Hosting
Winn Telecom	\$122.00	Fiber (Switching to Alma)
Dish Network	\$47.53	Dish
Charter Communications	\$391.20	Charter Fiber
Winn Telecom	\$297.42	Internet & Phone
Total:	\$11,639.03	

Credit Card – June Bill	Amount	Note
C & O Sportswear	\$120.80	Hats
USPS	\$49.00	Postage
USPS	\$2.24	Postage
Apple Store	\$2,654.24	iMac Replace/Accessories
Staples	\$42.39	Equipment < 500
Staples	\$67.95	Office Supplies
Intuit	\$190.75	Quickbooks Update
USPS	\$16.63	Postage
Credit Card Total:	\$3,144.00	

Credit Card – July Bill	Amount	Note
Staples Direct	\$73.98	Office Supplies
Amazon	\$228.84	SD Cards
Film Freeway	\$153.00	Philo Entries
Facebook	\$17.30	Camp Advertising
Ares Sportswear	\$769.68	T-Shirts
Jimmy Johns	\$99.00	Camp Food
Credit from Staples	-\$9.70	
Credit Card Total:	\$1,332.10	

Total:	\$16,115.13	
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MAC TV Network Employee Monthly Meeting

Tuesday, July 18 2017

It has been a *very busy month* since the last report!! I hope you all fared well from the flood of June 23! Carey's Drone footage on Facebook on June 23, reached 1,156,236 people and had 10,331 shares and we have 1500 followers!! MAC TV went VIRAL!! In the following days we did *many* public announcement regards to help from FEMA, Debris collection and road closer as well as work with the city Parks to make the public aware of Park closures and safety and a Facebook live press conference. It was a wonderful thing to see a community come together in the wake of a natural disaster. The staff was hard at work through it all. The week of July 10 – 14 we had our Kids video Camp we had 9 very enthusiastic campers. They all seemed to have a great time as well as the entire staff. Watch for their written, edited and produced video coming soon!

Pleasant Chat - Season 12 Episode 2 This episode, we find the joy of competing in the [Special Olympics Michigan](#). We speak with volunteers and they share their gratitude from helping with the [Special Olympics](#). Then we head over to [Saint Louis, Michigan](#) and [City of Clare](#) to witness the '[Back to the Bricks - Car Cruise](#) Tour. Come have a Chat with us! [Woody's Music Cops & Doughnuts - Clare City Bakery](#) Season 12 Episode 3 First we go to the Mt Pleasant Craft Beer Festival hosted by [Mt Pleasant Jaycees](#) in [Downtown Mt. Pleasant, MI](#) to learn why it has become so popular and chat with some vendors ([Antlers Fireside Grill](#), [Mountain Town Station](#), [Fabiano Brothers](#), [North Peak Brewing Company](#))! Then we venture to [Alma Elks Lodge #1400](#) to celebrate Flag Day and find the meaning of the U.S Flag. We pay respect to Jeremy 'Jake' Dickman

with his Annual Memorial Race at [Mt. Pleasant Speedway](#) and learn about the family bond of the race track and why every year they race for Jake!

Sports Attack - Season 10 Episode 2 In this episode of Sports Attack, we look at highlights from the recent Megastar meet in [Shepherd, Michigan](#). We then talk to our own Katelyn and Kylie Hutchinson, who both ran as part of the state champion winning 4x800m relay team for [Shepherd High School](#). Finally, we cover highlights from the Regional 24 high school baseball playoffs in [Clare, Michigan](#), where both [Clare Public Schools](#) and [St. Louis High School](#) played in regional semi-finals. **Season 10 Episode 3** In this episode of Sports Attack, we show the highlights from the Division 3 State Semi-Final, featuring [Shepherd High School](#) vs. [St. Mary Catholic Central](#). Afterwards, we visit the 2017 Sweat Shaker Mountain Bike Race on the [Mid Michigan Community College](#) campus in [City of Harrison, Michigan](#). Finally, we talked to coaches at free speed and agility camps hosted at [St. Louis High School](#) in [Saint Louis, Michigan](#).

On June 9, the [Back to the Bricks - Car Cruise](#) Heritage Promo Tour visited [Saint Louis, Michigan](#) on their way to [Clare, Michigan](#) to display classics cars. People from all over Mid Michigan came out to enjoy the fun evening with food, music, and of course cars. On June 23 we did a promo for Art Reach ...Here is the Gotta Have Art Reach video we made with [Art Reach of Mid Michigan](#)! We loved the idea of keeping it local with a few [Downtown Mt. Pleasant, MI](#) businesses making an appearance! ([Max & Emily's Eatery](#), [midori sushi and martini lounge](#), [Trillium Fine Clothing](#), [Salon Blu](#), [Motorless Motion](#) and a stop at the [Central Michigan University - Art Gallery](#)! On July 12 we published the time lapse on Facebook how the community came together to work on

Timber Town 2.0 in the [City of Mt. Pleasant, MI](#) and after lots of hard work then and a lot more by the [City of Mt. Pleasant Parks & Recreation](#) staff after the recent flooding, Timber Town and Island Park are opening back up on Thursday July 13th! Here is a time lapse of the initial build. A full video of the project including the Ribbon Cutting ceremony can be found here: <https://vimeo.com/224977529>

We are currently taking applications for our Fall interns!! To say the summer has been *very* busy and is flying by is an understatement!! As soon as I receive the second quarter Franchise Fees I will get out statements 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

July Director's Report (Submitted 7/18/2017)

The last month has been extremely busy with several projects and events.

Interns

Our Summer interns are doing a great job and finding many unique community events to cover. They are learning a lot and being very productive.

Community Events Covered

We've covered lots of events in the last month all detailed in the Employee Monthly Meeting report.

Flood Event

The flooding that occurred June 22nd & 23rd resulted in several additional videos and projects for the next few weeks. The initial flooding day we put a warning up on our channels and I flew the Drone at several locations both to document for us to share with people on the Channel and online but also in case any municipalities needed footage or pictures for insurance purposes. The Footage that we posted of Island and Nelson Parks along with pictures was viewed 543,246 times and shared by over 10,000 people.

Throughout the next few weeks we put several slides up on the channels and shared lots of info about clean up. We shot an update that gave links to lots of different sites that people would find useful(4,100 views), a parks update for Mt Pleasant(14,000 views) and we both Facebook Live'd and shot a Isabella County joint Press Conference. Our initial production of Timber Town 2.0 footage was also put on hold and we agreed to release the Time Lapse(3,300 views) and footage of that ribbon cutting closer to when the Parks opened back up in Mid July.

I feel like as a whole MAC TV stepped up and did a great job of using our reach to both get information out about the flooding and also document the event.

Charter Path & Playback Equipment

On June 15th I came in at Midnight and helped Ed from Charter change the channels over to our new playback system and fiber path. This took about 3 hours with me on the phone making sure Ed/Charter were changing the correct channels into the right spots. Overall the quality was a big increase immediately and we have worked with Ed to make it even better. We are mostly all set now but there may be a few tweaks that will only increase quality more.

New Website / Web Video Process

Mid June was also the launch of our New Website and we have that updated it to be more user friendly and put the videos at the forefront. Following the flood we also noticed that some of the flood videos which we had uploaded onto Facebook(as opposed to uploading to Vimeo and linking on Facebook) were getting high views. Some of this can be attributed to the nature of the videos but in the past while the Vimeo linked videos played in Facebook they didn't have a view count or effect the views on Vimeo. So we have decided that for each segment of our main shows and each stand alone video we will upload to Vimeo, then upload to Facebook; the Facebook post will link to the Vimeo as well and also to our website and include as many tags as possible for that segment. Short intro/outro videos have been made to put in these videos which explain that the full episodes are viewable on the channels and at our website. So far this has been giving us a better track of views and also we believe has increased views. We are now also keeping track of these stats.

2017 Camp

July 10th through 13th we hosted our Summer Film Camp and had 9 campers. This seems to be about the number we have settled on the last few years and is a good number to work with. They learned about video production and created a short film. Eleanor did an excellent job being the go to person for Camp and helping make sure everyone had a good time.

Public Service Announcements (PSA's)

The staff has produced a lot of PSA's this summer. Several have been for St. Louis but some have also been relevant for all communities. "Pill Drop Box", "Address Numbers" and "What to Flush" are all PSA's that we have finished which can be shared for all communities. Kate & Kylie are in the planning phases for a "How to Pay Bills" video as well.

Presentations

On June 19th I presented to the Clare City Commission about MAC TV and how we planned to handle things with the loss of Shepherd and Alma. Presentation seemed well received.

Charter Billing

We are still in the process of getting this fixed. Karen followed up and put me with Mark Seidel a Sales Manager. I have passed everything on to him and Karen. That was in late June and I have reached out to both of them for an update.

Carey Hammel
Operations and Administration Director

Mid Michigan Area Cable Consortium

2017 Goals – Mid Year Report

Goal #1	Increase Marketing Efforts	Status	Notes
Utilize Social Media			
	Purchase Facebook ads to gain more page likes and post views	In Process	Have purchased a few for events like camp, will continue to use for certain events.
	Explore Additional Forms of Social Media Advertising	In Process	Have increased the amount of Twitter & Facebook usage and with playback system upgrade changed how we link videos on Facebook which seems to increase views if not atleast make them more trackable.
	Provide yearly stats on Social Media followings	In Process	Facebook: 1465, Twitter: 398
Increase Presence at Local Colleges			
	Advertise & Partner with various classes and groups	In Process	Have shot promos for groups/events from Mid, CMU & Alma College. Continue to seek out classes or groups that can be more involved. Spoke with a professor and looking into CMU PR Department.
Develop additional relationships			
	Add 2 new active groups such as youth groups, HS/College or Service Groups	In Process	Reached out to several groups and schools and hoping to get some plans set up for the Fall.
Create new promotional Materials			
	Create Sports T-Shirts, Chip Clips, letter openers, bags, thumb drives, etc...	Completed, In Process	Did Basketball Giveaway shirts at each school. Looking into similar type items for when school starts up in Fall.
Increase Presence at Community Events			
	Attend and provide give-aways at seasonal events like the Trunk or Treats, Christmas Parades, etc...	Completed, In Process	Participated in some Christmas Parades and visible at other festivals.
Develop Relationship with Sports Boosters			
	Provide Give-aways(T-Shirts) for give away at HS Games	Completed, On Going	Basketball Shirts, Planning for Fall 2017
Goal #2	Maintain Financial Stability	Status	Notes
Increase Revenue Sources			
	Attempt to collaborate with groups on Grant applications on their behalf or on our behalf	In Process	Met with CMU Professor interested in a Grant through Art Reach for productions that we would assist on.

Goal #3	Increase School Programming	Status	Notes
	Develop active involvement in schools that are not currently highly involved	In Process	Reached out to schools and hope to have involvement starting in the Fall. Have met with Sacred Heart regarding some of their bigger events.
	Host Field Trips for younger elementary aged students	In Process	Reached out to Schools
Goal #4	Upgrade Technical Quality of Channels	Status	Notes
	Communicate with other Public Access outlets regarding HD Programming	July 2017	Carey Hammel
	Upgrade facilities or use existing facilities owed by municipalities to transfer signal to Charter by Fiber	Completed	All PEG Channels sent to Charter from MAC TV through Fiber
	Upgrade equipment to improve signal quality	Completed	New Playback equipment and encoding system has increased quality
Goal #5	Seek extended Feedback from Varying Demographic Groups	Status	Notes
	Seek feedback from Producers regarding programming, equipment, policies and processes	In Process	Have sent original survey, preparing updated one.
	Seek feedback from the staff of Member Communities regarding programming, equipment, policies and processes	In Process	Carey Hammel
Goal #6	Provide Public/Govt. Access for each City Hall, Twp Hall, Village	Status	Notes
	Check into cost to provide cable service to each member communities main business office	In Process	Working with Charter on bill process.
	Provide TV for all locations in a public place to showcase and increase awareness of channels(1 per facility) Investigate Grant Options for Equipment Purchase	In Process	Have researched donation options and ready to make requests.
Goal #7	Increase Public Awareness Programming	Status	Notes
	Play and/or produce Public Service Announcements that apply to all communities		
	Continue to seek partnerships to create PSA's	In Process	Have made 12 so far in 2017.
Goal #8	Upgrade of Studio and MAC TV Locations	Status	Notes
	Provide visually aesthetic appealing and functional improvements to the Mt. Pleasant Studio	In Process	Looking into best options for improvements to Studio and Office as a whole. Organized and cleared out old equipment from storage.
	Provide visually aesthetic appealing and functional improvements to the Alma Studio	On Hold	Looking into new locations.
	Provide visually aesthetic appealing and functional improvements to the Clare Location	In Process	Planning on meeting with Library staff to discuss options to increase visibility.

Goal #9	Improve Online & Web Presence	Status	Notes
	Investigate Rebranding for more recognizable Web Access of video content	Completed	New Website live in June. New approach to posting videos on Facebook/Social Media.
	Revamp Website for easier access to Web Based content	Completed	
	Take Steps in equipment, technique and planning to provide more live streaming for events that are applicable	In Process	We have offered Live streams for different types of productions. Looking into how this could correspond with live on TV, Facebook, other new options.