

**Mid Michigan Area Cable Consortium
Board of Directors Regular Meeting
October 19th, 2017 3:00 P.M.**

I. Call to order: Roll Call.

II. Approval of the Agenda

III. Approval of minutes from the September 21st, 2017 regular meeting

IV. Treasurer's Report

- a. Financial Statement: September 2017
- b. Motion to pay bills : October 2017

V. Correspondence:

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

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

VII. New Business:

- a. Gratiot Studio Equipment & Budget Adjustment

VIII. Old Business

IX. Other Business

X. Adjourn

**Mid Michigan Area Cable Consortium
Meeting Minutes September 21st, 2017**

Call to order: Roll Call: The meeting was called to order by Chair Kim Smith at 3:01 PM with Diane Lyon, Bobbie Marr, Kent Roth, Paule Borle, Jeremy Howard, Kim Smith and Carey Hammel 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 July 20th, 2017 board meeting: Diane Lyon made a motion to approve the minutes of the July 20th, 2017 Board meeting with changes, supported by Paul Borle.

Ayes: all

Nays: none

motion passed

Treasurer's Report

Financial statements: Kim Smith presented the financial statements to the board. The board discussed that some budget lines looked to be getting close, Carey Hammel said he would watch these and also that some of those he did not expect to go over budget as all planned purchases for the year were concluded for that line item.

Motion to pay bills: Diane Lyon asked why there was multiple 941 payments. Carey Hammel explained the process of making sure caught up and on schedule with the IRS.

Bobbie Marr made a motion to pay bills, supported by Jeremy Howard.

Ayes: all

Nays: none

motion passed

Complaint Communications: Kent Roth talked about some issues with the cable feed going out intermittently, Carey Hammel and Paul Borle have experience the same issue. Carey will contact Charter contact. Kim Smith explained a residents complaint about Charter operating on certain property and that the issue was resolved. The board was made aware that the Eleven Sports Network going off of Charters Channel list.

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

Director Report: Carey Hammel gave a directors report.

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

New Business

a. MCACA Grant Review: Carey Hammel presented the MCACA Grant that was submitted and asked approval from the board. Bobbie Marr made a motion supported by Diane Lyon to approve the submission of the grant request.

Ayes: all
Nays: none
motion passed

b. Leightronix Viebit Renewal: Jeremy Howard made a motion to renew the Viebit subscription for online video, supported by Diane Lyon.

Ayes: all
Nays: none
motion passed

c. Emergency Equipment: Carey Hammel presented the events that led to Emergency Equipment being purchased to ensure that the Mt. Pleasant City Commission could go live correctly. Diane Lyon made a motion to retroactively approve this purchase, supported by Bobbie Marr.

Ayes: all
Nays: none
motion passed

d. New Field Camera Equipment Request: Carey Hammel requested to purchase 4 new Sony NX-100 Cameras to replace the 9 year old Panasonic field cameras. Bobbie Marr made a motion to purchase the cameras, supported by Paul Borle.

Ayes: all
Nays: none
motion passed

e. St. Louis Studio Lease: Bobbie Marr made a motion to direct Carey Hammel to secure a lease matching the proposal from Coty Properties, supported by Jeremy Howard.

Ayes: all
Nays: none
motion passed

Paul Borle made a motion to terminate the Alma Studio lease on November 1st, supported by Bobbie Marr.

Ayes: all
Nays: none
motion passed

f. St. Louis Equipment Discussion: Carey Hammel presented a rough draft of what would be needed equipment wise to get the St. Louis studio up and running. The Board also discussed the possibility of installing key fob or code locks as well as security cameras. The Board discussed a holding an open house when the studio was finished as well.

Old Business: NA

Other Business:

a. Board Positions: Paul Borle announced his resignation from the treasurer position and from the Board as a whole.

Bobbie Marr made a motion to appoint Jeremy Howard as treasurer and add him to all required accounts including Mercantile Checking and all savings accounts, supported by Diane Lyon.

Ayes: all

Nays: none

motion passed

Adjourn: With no further business before the board a motion to adjourn was made by Diane Lyon and supported by Jeremy Howard. All Ayes and the motion passed and the meeting was adjourned at 4:29pm.

MAC TV Network
Profit & Loss Budget vs. Actual
 January 1 through October 18, 2017

	Jan 1 - Oct 18, 17	Budget	\$ Over Budget	% of Budget
Ordinary Income/Expense				
Income				
453 · Franchise Fees				
453.1 · City of Mt. Pleasant	44,926.93	93,000.00	-48,073.07	48.3%
453.10 · Pine River Township	4,303.02	8,000.00	-3,696.98	53.8%
453.11 · City of Ithaca	6,763.88	13,000.00	-6,236.12	52.0%
453.12 · Arcada Township	2,555.92	5,000.00	-2,444.08	51.1%
453.2 · City of Clare	9,506.89	20,000.00	-10,493.11	47.5%
453.3 · City of Alma	10,473.82	44,500.00	-34,026.18	23.5%
453.4 · City of Harrison	6,187.87	12,500.00	-6,312.13	49.5%
453.5 · City of Evart	0.00	0.00	0.00	0.0%
453.6 · Union Township	26,418.66	53,000.00	-26,581.34	49.8%
453.7 · Village of Shepherd	4,369.56	0.00	4,369.56	100.0%
453.8 · City of St. Louis	10,148.14	18,000.00	-7,851.86	56.4%
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	125,654.69	267,000.00	-141,345.31	47.1%
454 · DVD Copies	144.50	200.00	-55.50	72.3%
455 · Video Production Services	4,107.50	8,650.00	-4,542.50	47.5%
456 · Interest Income	551.88	1,800.00	-1,248.12	30.7%
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)	9,456.75	12,500.00	-3,043.25	75.7%
466 · Clare in Kind Service	0.00	2,250.00	-2,250.00	0.0%
467 · Camp Income	225.00	250.00	-25.00	90.0%
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	140,142.27	294,250.00	-154,107.73	47.6%
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	9,450.00	15,000.00	-5,550.00	63.0%
606 · Payroll Tax Expense	16,563.30	23,000.00	-6,436.70	72.0%
607 · Salary Reimbursements Alma	0.00	0.00	0.00	0.0%
608 · Video Productions Assistant	52,698.22	75,000.00	-22,301.78	70.3%
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	20,857.13	28,000.00	-7,142.87	74.5%
613 · Playback Operations	19,570.05	27,000.00	-7,429.95	72.5%
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-	157,484.70	215,476.00	-57,991.30	73.1%
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	1,725.00	2,400.00	-675.00	71.9%
710 · Accounting Services - Other	0.00	0.00	0.00	0.0%
Total 710 · Accounting Services	5,115.00	5,790.00	-675.00	88.3%

MAC TV Network
Profit & Loss Budget vs. Actual
 January 1 through October 18, 2017

	Jan 1 - Oct 18, 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	497.84	900.00	-402.16	55.3%
716 · Mileage Reimbursement	3,456.80	3,500.00	-43.20	98.8%
718 · Memberships & Publications	580.00	800.00	-220.00	72.5%
725 · Rent - Gratiot	4,928.00	6,100.00	-1,172.00	80.8%
726 · Rent - MP	20,465.40	25,200.00	-4,734.60	81.2%
727 · Office Supplies	2,178.26	3,200.00	-1,021.74	68.1%
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	6,763.50	10,000.00	-3,236.50	67.6%
732 · Tape supplies	0.00	0.00	0.00	0.0%
733 · Computer Software	1,989.65	2,000.00	-10.35	99.5%
744 · Postage	226.97	400.00	-173.03	56.7%
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)	422.24	1,500.00	-1,077.76	28.1%
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	435.26	500.00	-64.74	87.1%
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	1,954.98	2,000.00	-45.02	97.7%
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	965.99	2,600.00	-1,634.01	37.2%
789 · Small Hand Tools	0.00	100.00	-100.00	0.0%
790 · Cleaning	1,500.00	2,000.00	-500.00	75.0%
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)	4,375.88	13,000.00	-8,624.12	33.7%
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	2,540.80	9,000.00	-6,459.20	28.2%
925 · Internet Access	3,752.17	4,000.00	-247.83	93.8%
926 · Telephone	0.00	0.00	0.00	0.0%
927 · Water/Sewer Charges	127.70	500.00	-372.30	25.5%
928 · Gas	2,181.84	3,500.00	-1,318.16	62.3%
929 · Electric	4,681.62	6,600.00	-1,918.38	70.9%
930 · Electric & Gas Gratiot	1,445.23	1,950.00	-504.77	74.1%
931 · Water/Sewer Alma	363.90	550.00	-186.10	66.2%
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	7,247.97	15,000.00	-7,752.03	48.3%
950 · Insurance	2,591.66	5,500.00	-2,908.34	47.1%
970 · Capital Outlay	0.00	0.00	0.00	0.0%
999 · Uncategorized Expenses	0.00	0.00	0.00	0.0%
Total Expense	252,894.47	369,216.00	-116,321.53	68.5%
Net Ordinary Income	-112,752.20	-74,966.00	-37,786.20	150.4%

12:37 PM

10/18/17

Accrual Basis

MAC TV Network
Profit & Loss Budget vs. Actual
January 1 through October 18, 2017

	Jan 1 - Oct 18, 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>-112,752.20</u>	<u>-74,966.00</u>	<u>-37,786.20</u>	<u>150.4%</u>

MAC TV Network
Balance Sheet
As of October 18, 2017

Oct 18, 17

ASSETS	
Current Assets	
Checking/Savings	
001 · Bank - Operating & Sweep	46,582.38
002 · Savings - MBIA	66,245.70
003 · CD Investments	
004 · Wolverine Bank	250,572.84
005 · Chemical Bank	66,303.06
Total 003 · CD Investments	316,875.90
Total Checking/Savings	429,703.98
Other Current Assets	
100 · Prepays	2,831.00
112 · Franchise Fees Receivables	3,153.78
Total Other Current Assets	5,984.78
Total Current Assets	435,688.76
Fixed Assets	
152 · Building Improvements	171,807.00
154 · Studio Equipment	145,649.01
156 · Furniture & Fixtures - MP	15,579.10
160 · Accum Depreciation - MP	-231,788.70
Total Fixed Assets	101,246.41
TOTAL ASSETS	536,935.17
LIABILITIES & EQUITY	
Liabilities	
Current Liabilities	
Other Current Liabilities	
202 · Accounts Payable	-475.44
219 · Payroll Tax Liabilities	
220 · Federal Withholding	-215.00
222 · Social Security & Medicare	3,097.20
230 · State MI Withholding	477.11
235 · Unemployment - MESA & FUTA	430.61
219 · Payroll Tax Liabilities - Other	-1,063.35
Total 219 · Payroll Tax Liabilities	2,726.57
257 · Accrued Wages	2,683.69
Total Other Current Liabilities	4,934.82
Total Current Liabilities	4,934.82
Total Liabilities	4,934.82
Equity	
390 · Net Assets - Unrestricted	602,197.00
3900 · Retained Earnings	-22,910.45
392 · Net Assets - Invested in Plant	65,466.00
Net Income	-112,752.20
Total Equity	532,000.35
TOTAL LIABILITIES & EQUITY	536,935.17

MAC TV Network
Payroll Summary
 October 1 - 18, 2017

	Carey Hammel			Carmin J Gutekunst		
	Hours	Rate	Oct 1 - 1...	Hours	Rate	Oct 1 - 1...
Employee Wages, Taxes and Adjustments						
Gross Pay						
Salary - Exec Dir			3,652.00			0.00
Salary - Interns			0.00			300.00
Hourly - Video Production 1			0.00			0.00
Hourly -Asmin. Assist			0.00			0.00
Playback Operations			0.00			0.00
Total Gross Pay			<u>3,652.00</u>			<u>300.00</u>
Adjusted Gross Pay			3,652.00			300.00
Taxes Withheld						
Federal Withholding			-464.00			-12.00
Medicare Employee			-52.96			-4.35
Social Security Employee			-226.42			-18.60
MI - Withholding			-142.14			-12.76
Medicare Employee Addl Tax			0.00			0.00
Total Taxes Withheld			<u>-885.52</u>			<u>-47.71</u>
Additions to Net Pay						
Mileage Reimbursement			150.87			56.18
Reimbursement - Other			65.00			0.00
Total Additions to Net Pay			<u>215.87</u>			<u>56.18</u>
Net Pay			<u>2,982.35</u>			<u>308.47</u>
Employer Taxes and Contributions						
Federal Unemployment			0.00			1.80
Medicare Company			52.96			4.35
Social Security Company			226.42			18.60
MI - Unemployment Company			0.00			10.80
MI - Obligation Assessment			0.00			4.14
Total Employer Taxes and Contributions			<u>279.38</u>			<u>39.69</u>

MAC TV Network
Payroll Summary
 October 1 - 18, 2017

	David J Israel			Dustin Gillis		
	Hours	Rate	Oct 1 - 1...	Hours	Rate	Oct 1 - 1...
Employee Wages, Taxes and Adjustments						
Gross Pay						
Salary - Exec Dir			0.00			0.00
Salary - Interns			0.00			0.00
Hourly - Video Production 1	22	9.30	204.60			0.00
Hourly -Asmin. Assist			0.00	129.25	15.37	1,986.57
Playback Operations			0.00			0.00
Total Gross Pay	<u>22</u>		<u>204.60</u>	<u>129.25</u>		<u>1,986.57</u>
Adjusted Gross Pay	22		204.60	129.25		1,986.57
Taxes Withheld						
Federal Withholding			-4.00			-101.00
Medicare Employee			-2.97			-28.81
Social Security Employee			-12.69			-123.17
MI - Withholding			-8.70			-71.35
Medicare Employee Addl Tax			0.00			0.00
Total Taxes Withheld			<u>-28.36</u>			<u>-324.33</u>
Additions to Net Pay						
Mileage Reimbursement			0.00			26.75
Reimbursement - Other			0.00			0.00
Total Additions to Net Pay			<u>0.00</u>			<u>26.75</u>
Net Pay	<u>22</u>		<u>176.24</u>	<u>129.25</u>		<u>1,688.99</u>
Employer Taxes and Contributions						
Federal Unemployment			1.23			0.00
Medicare Company			2.97			28.81
Social Security Company			12.69			123.17
MI - Unemployment Company			7.37			0.00
MI - Obligation Assessment			2.82			2.93
Total Employer Taxes and Contributions			<u>27.08</u>			<u>154.91</u>

MAC TV Network
Payroll Summary
 October 1 - 18, 2017

	Eleanor F Etienne			Erika C. Metcalf		
	Hours	Rate	Oct 1 - 1...	Hours	Rate	Oct 1 - 1...
Employee Wages, Taxes and Adjustments						
Gross Pay						
Salary - Exec Dir			0.00			0.00
Salary - Interns			0.00			0.00
Hourly - Video Production 1	125.5	10.78	1,352.90	92	10.70	984.40
Hourly -Asmin. Assist			0.00			0.00
Playback Operations			0.00			0.00
Total Gross Pay	125.5		1,352.90	92		984.40
Adjusted Gross Pay	125.5		1,352.90	92		984.40
Taxes Withheld						
Federal Withholding			-140.00			-49.00
Medicare Employee			-19.62			-14.27
Social Security Employee			-83.88			-61.04
MI - Withholding			-57.50			-41.83
Medicare Employee Addl Tax			0.00			0.00
Total Taxes Withheld			-301.00			-166.14
Additions to Net Pay						
Mileage Reimbursement			94.58			0.00
Reimbursement - Other			0.00			0.00
Total Additions to Net Pay			94.58			0.00
Net Pay	125.5		1,146.48	92		818.26
Employer Taxes and Contributions						
Federal Unemployment			0.00			0.00
Medicare Company			19.62			14.27
Social Security Company			83.88			61.04
MI - Unemployment Company			0.00			0.00
MI - Obligation Assessment			0.00			0.00
Total Employer Taxes and Contributions			103.50			75.31

MAC TV Network
Payroll Summary
 October 1 - 18, 2017

	Hazen S Nester			Joe P Pallas		
	Hours	Rate	Oct 1 - 1...	Hours	Rate	Oct 1 - 1...
Employee Wages, Taxes and Adjustments						
Gross Pay						
Salary - Exec Dir			0.00			0.00
Salary - Interns			0.00			300.00
Hourly - Video Production 1	13	20.00	260.00			0.00
Hourly -Asmin. Assist			0.00			0.00
Playback Operations	122.75	15.31	1,879.31			0.00
Total Gross Pay	135.75		2,139.31			300.00
Adjusted Gross Pay	135.75		2,139.31			300.00
Taxes Withheld						
Federal Withholding			-211.00			-12.00
Medicare Employee			-31.02			-4.35
Social Security Employee			-132.63			-18.60
MI - Withholding			-90.92			-12.76
Medicare Employee Addl Tax			0.00			0.00
Total Taxes Withheld			-465.57			-47.71
Additions to Net Pay						
Mileage Reimbursement			0.00			51.36
Reimbursement - Other			0.00			0.00
Total Additions to Net Pay			0.00			51.36
Net Pay	135.75		1,673.74			303.65
Employer Taxes and Contributions						
Federal Unemployment			0.00			1.80
Medicare Company			31.02			4.35
Social Security Company			132.63			18.60
MI - Unemployment Company			0.00			10.80
MI - Obligation Assessment			0.00			4.14
Total Employer Taxes and Contributions			163.65			39.69

MAC TV Network
Payroll Summary
 October 1 - 18, 2017

	Joseph G Carravallah			Kylie E Barber		
	Hours	Rate	Oct 1 - 1...	Hours	Rate	Oct 1 - 1...
Employee Wages, Taxes and Adjustments						
Gross Pay						
Salary - Exec Dir			0.00			0.00
Salary - Interns			0.00			300.00
Hourly - Video Production 1	60.5	9.83	594.72			0.00
Hourly -Asmin. Assist			0.00			0.00
Playback Operations			0.00			0.00
Total Gross Pay	60.5		594.72			300.00
Adjusted Gross Pay	60.5		594.72			300.00
Taxes Withheld						
Federal Withholding			-42.00			-12.00
Medicare Employee			-8.63			-4.35
Social Security Employee			-36.87			-18.60
MI - Withholding			-25.28			-12.76
Medicare Employee Addl Tax			0.00			0.00
Total Taxes Withheld			-112.78			-47.71
Additions to Net Pay						
Mileage Reimbursement			0.00			48.15
Reimbursement - Other			0.00			0.00
Total Additions to Net Pay			0.00			48.15
Net Pay	60.5		481.94			300.44
Employer Taxes and Contributions						
Federal Unemployment			0.00			1.80
Medicare Company			8.63			4.35
Social Security Company			36.87			18.60
MI - Unemployment Company			21.41			10.80
MI - Obligation Assessment			8.21			4.14
Total Employer Taxes and Contributions			75.12			39.69

MAC TV Network
Payroll Summary
 October 1 - 18, 2017

	Steve L Swart			TOTAL		
	Hours	Rate	Oct 1 - 1...	Hours	Rate	Oct 1 - 1...
Employee Wages, Taxes and Adjustments						
Gross Pay						
Salary - Exec Dir			0.00			3,652.00
Salary - Interns			0.00			900.00
Hourly - Video Production 1	9	20.00	180.00	322.00		3,576.62
Hourly -Asmin. Assist			0.00	129.25		1,986.57
Playback Operations			0.00	122.75		1,879.31
Total Gross Pay	<u>9</u>		<u>180.00</u>	<u>574.00</u>		<u>11,994.50</u>
Adjusted Gross Pay	9		180.00	574.00		11,994.50
Taxes Withheld						
Federal Withholding			0.00			-1,047.00
Medicare Employee			-2.61			-173.94
Social Security Employee			-11.16			-743.66
MI - Withholding			-1.11			-477.11
Medicare Employee Addl Tax			0.00			0.00
Total Taxes Withheld			<u>-14.88</u>			<u>-2,441.71</u>
Additions to Net Pay						
Mileage Reimbursement			0.00			427.89
Reimbursement - Other			0.00			65.00
Total Additions to Net Pay			<u>0.00</u>			<u>492.89</u>
Net Pay	<u>9</u>		<u>165.12</u>	<u>574.00</u>		<u>10,045.68</u>
Employer Taxes and Contributions						
Federal Unemployment			1.08			7.71
Medicare Company			2.61			173.94
Social Security Company			11.16			743.66
MI - Unemployment Company			6.48			67.66
MI - Obligation Assessment			2.48			28.86
Total Employer Taxes and Contributions			<u>23.81</u>			<u>1,021.83</u>

Mid Michigan Area Cable Consortium Payment Log – October 2017

* Paid as were due

Vendor	Amount	Note
State of Michigan*	\$450.06	Sales & Withholding
State of Michigan*	\$599.10	UIA
IRS*	\$2,785.24	941
REDIRON*	\$2,046.54	MP Rent
City of Alma*	\$492.80	Alma Rent
City of Mt. Pleasant*	\$19.91	MP Water/Sewer
Consumers Energy*	\$469.03	MP Electric
DTE Energy*	\$16.36	MP Gas
Orkin Pest Control*	\$60.90	MP Pest Control
Pleasant Graphics*	\$16.00	Monster Movie Flyers – Advertising
Winn Telecom*	\$298.41	Phone & Internet
City of Alma*	\$35.09	Alma Water/Sewer
CMSInter.net LLC*	\$18.95	Web Hosting
Consumers Energy	\$81.94	Alma Gas/Electric
Dish Network	\$47.53	Dish Network
Dorothy L Howard CPA	\$200.00	Accounting
Hannah Maney Cleaning	\$150.00	Cleaning
Inter service Club Council	\$10.00	Membership
Latitude Media LLC	\$176.00	Radio Advertising
Liberty Mutual Insurance Group	\$498.00	Insurance Workers Comp
Charter Communications	\$65.06	MP Studio Cable
Charter Communications	\$57.82	Alma Studio Cable
Charter Communications	\$235.94	Control Account
Charter Communications	\$391.20	Fiber
Total:	\$9,221.88	

Credit Card – Not Received Yet	Amount	Note
Credit Card Total:	\$0.00	

Total: \$9,221.88

MAC TV Network Employee Monthly Meeting

Tuesday, October 17 2017

The calendar may say fall but I think summer wanted to hang on just a little more in September....but Fall is here to stay!! We are gearing up for all that fall has to offer; from homecoming games and parades, Mt Pleasant business Expo to our Halloween Monster Movie competition at the end of the month! Our new interns and our co-op student are doing a great job as well as the staff! Here are just some of what we have been working on!

Pleasant Chat - Season 13 Episode 1 Mid Michigan Community College's Harrison Campus Annual Fall Festival. Then Cam and Kylie head to the Mason Grande Mosanic lodge, then the we are off to cover the PSE Project at CMU that featured local vendors. Then we get to meet the owner of the Pottery Studio Painted turtle in mt pleasant to learn how they got there start. <https://mactvnetwork.viebit.com/player.php?hash=5S89ydp4f6qP> **Season 13 Episode2** At Morey Courts, the Humane Animal Treatment Society (HATS) of Mt. Pleasant held an event to help raise money and awareness for adoptable animals! Also in this segment of Pleasant chat we checked out the Harrison District Library fund raising event. Local band FaceChord played and here were many other fun events to help raise funding for the towns new library. RedBloom is a Yoga Studio in Downtown Mount Pleasant that offers a variety of different classes for all ages. We also visited the Prepare Fair that took place at Cops & Doughnuts in Mount Pleasant to make the community aware about what to do in emergency situations. We also visited the Farmers Market takes place every Thursday till October 26th at Island Park in Mount Pleasant.

<https://mactvnetwork.viebit.com/player.php?hash=HpTIUWbYuX5t>

Sports Attack – Season 11 Episode 1 In the new season Mikel Miret is the long snapper for the Mount Pleasant Oiler football team who has honored national honors being ranked as the #40 long snapper in the entire country. <https://vimeo.com/235058359> Season 11 Episode 2 Central Michigan Mayhem Roller Derby and The Barbellum powerlifting meet held at Morrey Courts in Mount Pleasant. Also Sacred Heart Academy v Vestaburg Highlights and an interview with SHA Head Coach Jamie Slate. Along with Alma v Freeland Football Highlights.

<https://mactvnetwork.viebit.com/player.php?hash=XVQy3McSWloa> Also Mount Pleasant took part in the annual Law Enforcement Torch Run 2017 which runs throughout the state making stops through many towns

<https://vimeo.com/235058040>

Art Review- Season 10 Episode 1 Eleanor headed to Central Michigan University to find out about the Native American art that is on display at CMU's Park Library. Also covered ,the promo for Broadway Theater in downtown Mt. Pleasant play The Addams Family A New Musical Comedy Oct 13 -27 also did a promo for Teen Chopped. Then we headed downtown some highlights of the installation and workshop by artist David Zinn for Art Walk Central. Then Eleanor visited Art Walk Central and got to talk with some of the artists (from Alma, Harrison & Mt. Pleasant) and get the inside scoop on how they made their pieces and the meanings behind them. <https://vimeo.com/235567678> .

Season 10 Episode 2 Eleanor sits down and interviews Dr Nina Nash-Robinson retired director of Choral Activities for CMU the we head to 515 Gallery Emerging Artists Show in Clare.

<https://mactvnetwork.viebit.com/player.php?hash=4AvxpDjL56l2>

THE Bell Season 2 Episode 1 n this episode of The Bell, David & Eleanor got to check out the SHINE seminar at Shepherd Middle School. SHINE is a seminar developed by Chief Luke Sawyer of the Shepherd Police Department, where female middle school students

got to hear from four female leaders from the community who encouraged them that INDIVIDUALITY keeps life exciting, that they should never let anyone steal their DREAM, they should have a VOICE and that every one of them is WORTHY! <https://vimeo.com/236981634> The City of St. Louis EPA Update – 9/21/17 <https://vimeo.com/23537183> On September 19 Mt. Pleasant Oilers faced off against the Flint Jaguars in Volleyball. <https://vimeo.com/235032693> . On September 22 the Irish from Sacred Heart Academy take on the Vestaburg Wolverines in varsity football for MAC TV's Game of the Week! <https://vimeo.com/235966231> Knights of Flint Southwestern come to Mt Pleasant in hopes of turning their season around against a tough Oilers team! Although standing at (1-4), the Oilers are a tough team - looking to prove that their losses were just a thing of the past. <https://vimeo.com/237435584> You can also check out Ithaca Fall Fun Fest 2017 Tractor & Community Pet Parade Eleanor covered. <https://vimeo.com/237432635>

On a financial note, I have not received the second quarter Franchise Fees from Alma, all others have been processed.

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 10/16/2017)

Things have been very busy at MAC TV the last month, prepping in St. Louis, covering lots of events and getting a lot accomplished!

Interns

Our Interns have finished 2 shows and working on their 3rd and they are doing a great job so far. They've learned a lot and are utilizing their skills to create some great content. David our HS co-op for 2017-18 is working on his first episode of "The Bell" as well and covered Mt. Pleasant Homecoming, Fire Prevention in St. Louis and Shine for MS Girls in Shepherd.

Community Events Covered

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

Fall Sports Schedule

We have produced several sporting events and had some good volunteers assisting with the productions.

New Cameras & Old Cameras

Our new Cameras have come in and I have spent some time prepping and numbering those to be ready for full use. I also have been going through all of the Panasonics to try to get them all working as best as possible to be given to our communities. I hope to have these ready with 4 functioning cameras by November, but there is a possibility we will only end up with 3 good cameras.

Isabella Education Channel

I've met with the Superintendent at Mt. Pleasant to discuss how the slides will work now that the Education Channel is controlled by MAC TV. We setup a process that should work well for both of us and are in the process of implementing that.

Charter Issues

I've spoken with Karen Coronado from Charter regarding the issues that people seem to be having with their cable signals. She was going to pass it on and has followed up with me a few times asking follow up questions. I did also talk to her about getting subscriber numbers, she mentioned that we should be able to get viewership data like last year. I reminded her that we had never received that viewership data and she seemed surprised but she was going to look into. I also asked about adding our schedules to the guides and she again seemed surprised and thought that had already been done. She will look into that. In regards to subscribers she is not allowed to give those numbers to me, so if we are curious about any of the communities we just need someone from those communities to request that.

Gratiot County Studio

I have spent a lot of time working with the owner(Bill Coty of Coty Properties) on their remodel of the building we will lease in St. Louis. We have picked colors, wall siding, electrical locations, and the layout of all walls etc... Bill and his crew have done an excellent job and are just waiting on finishing up a little bit of painting and will install carpet after that. Everything should be all set for us to officially move in on November 1st.

I have communicated with Mid Michigan Security about moving the security system that we have in Alma to St. Louis and adding video monitoring. I've also spoken and gotten quotes from Gilboe Locks on Keypad access and we have some options to discuss. Working with Bill Coty to see if the Company they used to put Doors in has this type of equipment as well.

I have spent a lot of time researching the right equipment and prices for the new Studio and have that ready to present.

Charter Billing

The newest bill did reflect some changes and had most communities consistent. I am curious to see the next bill as the St. Louis portion of the current one actually seems too low, it lists the Business Internet but then deducts it but deducts more than was listed. I believe we are very close to having this function the way we want it to.

Carey Hammel
Operations and Administration Director

2017 Gratiot Studio Build

Major Studio Equipment

Equipment	Need/Use	Bid #1 (Preferred)	Bid #2	Bid #3	Price	Quantity	Total
Sony HXR-NX100 Camera	These cameras are similar to our Studio and Field cameras so training for volunteers and staff will be consistent.	BHPhotoVideo - \$1649	Amazon - \$1649	Media Distributors - \$1696	\$1,649.00	3	\$4,947.00
Sony RM1BP Remote Commander	Allows controls of the camera like Zoom and Focus to be mounted to Tripod Handle, enabling easier control of cameras in Studio setting.	BHPhotoVideo - \$219.95	Amazon - \$219.95	Adorama - \$219.95	\$219.95	3	\$659.85
Intellytech Nitro NPF Daylight Panel Kit	LED Lights that are bright and inexpensive, low energy draw as well.	BHPhotoVideo- \$374.00	Adorama - \$374.00	NA	\$374.00	8	\$2,992.00
iMac 27"	Computer for editing station and control room of studio	Apple Education - \$2,499.00	NA	NA	\$2,499.00	1	\$2,499.00
MacBook Pro	Computer for 2 nd editing station and graphics in Studio.	Apple Education - \$2,299.00	NA	NA	\$2,299.00	1	\$2,299.00
BlackMagic Ultra Studio Express	Item that allows record of studio shoots onto Computer.	BHPhotoVideo - \$470.25	Amazon - \$470.25	NA	\$470.25	1	\$470.25
Light Controller	Smith-Victor DMX-512-8 Controller	BHPhotoVideo - \$149.99	Adorama - \$149.99	Unique Photo - \$149.99	\$149.99	1	\$149.99
Roland V-1HD HDMI Switcher	Same switcher as our current portable unit. Works well and is extremely cheap.	BHPhotoVideo - \$995	Amazon - \$995	Videoguys - \$995	\$995.00	1	\$995.00
Vizio D-Series 40" Monitor	Preview & Program Monitor for the Control Room	BHPhotoVideo - \$318	Wal-Mart - \$318	Vizio - \$329.99	\$318.00	2	\$636.00

Store Front Screens

Equipment	Need/Use	Bid #1 (Preferred)	Bid #2	Bid #3	Price	Quantity	Total
Viewsonic CDE4803 48" Commercial Monitor	Commercial grade TV built to stay on, use low energy, be slightly brighter to view from outside and has built in media player to play content.	Amazon - \$649	BHPhotoVideo - \$699	NA	\$649.00	2	\$1,298.00
Gator Cases Frameworks Stand	Adjustable Tripod type TV Stand will work to mount displays in window alcoves.	BHPhotoVideo - \$69.99	Sweetwater - \$89.99	NA	\$69.99	2	\$139.98

Non-Major Items

Equipment	Need/Use	Bid #1 (Preferred)	Bid #2	Bid #3	Price	Quantity	Total
Audio Technica AT803B – Lav Mic	4 Lav Mic's for use in studio	BHPhotoVideo - \$149	Adorama - \$149	Amazon - \$149	\$149.00	4	\$596.00
Audio Technica AT8313 – 25' XLR Cable	4 Audio cables for mics	BHPhotoVideo - \$8.50	Adorama - \$8.50	Amazon - \$8.50	\$8.50	4	\$34.00
NTW 26AWG – 50' HDMI Cable	3 HDMI Cables to connect Camera & Switcher	BHPhotoVideo - \$32.99	Amazon - \$32.99	Home Depot – \$32.99	\$32.99	3	\$98.97
Impact Pipe Clamp with Baby Pin	8 Light Mounts	BHPhotoVideo - \$46.95	NA	NA	\$46.95	8	\$375.60
Matthews Telescopic Baby Stand Extension	4 Extensions for Light Mounts	Adorama - \$32	Markertek - \$32	BHPhotoVideo - \$33.15	\$32.00	4	\$128.00

Furniture and Props

Equipment	Need/Use	Bid #1 (Preferred)	Bid #2	Bid #3	Price	Quantity	Total
3-Panel Wood Blind Section	2 x 3-Panel Wood Blind sections make a good backdrop for studio shoots	Amazon - \$55.30	NA	NA	\$55.30	2	\$110.60
Tables, Desks, Etc..	At this time Eleanor & I believe there is enough of this type of Furniture in Alma that will work with the new studio						

Total
\$18,429.24

Funding

The Operation & Administration Director's recommendation is to add \$22,000 to the Major Equipment Purchase 2017 budget. Funding for this increase in expenses to be made from existing Net Assets/Savings. This allows for all of the above needed items to be purchased and also leaves an additional \$3,500 for unforeseen expenses and signing. Any additional purchases over \$1000 not listed above will still require board approval.