

OXFORD AREA CABLE COMMUNICATIONS COMMISSION REGULAR MEETING, MONDAY,
JANUARY 26, 2015

A Regular Meeting of the Oxford Area Cable Communications Commission was held Monday, January 26, 2015 at the Oxford Veteran's Memorial Civic Center, 2nd Floor, 28 N. Washington St., Oxford, MI 48371.

Members Present: Ed Hunwick (Chairman, Oxford Township), Charlene Sutherby (Vice-Chairperson), Susan Bossardet (Secretary), Lori Fisher (Treasurer), and Melvin "Buck" Cryderman (Oxford Township).

Members Absent: None

Also Present: Station Manager Bill Service, Dave Kenny, and Russel Currier.

Chairman Hunwick called the meeting to order at 4:00 p.m.

Respects to the Flag

APPROVAL OF THE AGENDA

Commissioner Cryderman moved, Commissioner Sutherby seconded, to approve the Regular Meeting Agenda of December 22, 2014 as presented

Ayes: 5 Nays: 0 Absent: 0

Motion Carried.

PUBLIC COMMENTS ON ITEMS NOT ON THE AGENDA

None.

APPROVAL OF MINUTES

Commissioner Sutherby moved, Commissioner Cryderman seconded, to set this item aside until the February 23, 2015 meeting.

Ayes: 5 Nays: 0 Absent: 0

Motion Carried.

BILL REVIEW

Commissioner Cryderman moved, Commissioner Sutherby seconded, to approve the Income and Expense Report as of 12/29/2014 in the total amount of \$10,190.49 as presented.

Ayes: Cryderman, Fisher, Hunwick, Sutherby, Bossardet

Nays: None

Absent: None

Motion Carried.

Commissioner Sutherby moved, Chairman Hunwick seconded, to approve the Income and Expense Report for 01/01/15 – 01/12/15 in the total amount of \$11,065.07, as presented.

Ayes: Fisher, Hunwick, Sutherby, Bossardet, Cryderman

Nays: None

Absent: None

Motion Carried.

OXFORD AREA CABLE COMMUNICATIONS COMMISSION REGULAR MEETING, MONDAY,
JANUARY 26, 2015

Commissioner Fisher moved, Commissioner Cryderman seconded, to receive and file the Revenue and Expenditure Report for Period Ending 12/31/2014, as presented.

Ayes: 5 Nays: 0 Absent: 0

Motion Carried.

Commissioner Sutherby moved, Commissioner Fisher seconded, to receive and file the Revenue and Expenditure Report for Period Ending 01/31/2015, as presented.

Ayes: 5 Nays: 0 Absent: 0

Motion Carried.

Commissioner Sutherby moved, Commissioner Fisher seconded, to receive and file the Invoice GL Distribution Report for 12/01/14-12/31/14.

Ayes: 5 Nays: 0 Absent: 0

Motion Carried.

UNFINISHED BUSINESS

OACCC Inter-local Agreement

Commissioner Cryderman moved, Commissioner Bossardet seconded, to have attorney Robert Davis include his suggested language into a final copy of the Interlocal Agreement.

Ayes: Sutherby, Bossardet, Cryderman

Nays: Hunwick, Fisher

Absent: None

Motion Carried.

Commissioner Cryderman moved, Commissioner Fisher seconded, to accept the Interlocal Agreement as presented with changes to Section 13.a.iii be replaced with the wording received from the OACCC attorney [Robert Davis] on page 2 of his memo dated 01/19/15.

Ayes: 5 Nays: 0 Absent: 0

Motion Carried.

Commissioner Bossardet moved, Commissioner Cryderman seconded, to have attorney Robert Davis attend the Oxford Township Board of Trustees meeting at which the Interlocal Agreement will be considered.

Ayes: Bossardet, Cryderman, Fisher, Hunwick, Sutherby

Nays: None

Absent: None

Motion Carried.

NEW BUSINESS

2015 OACCC Budget

No action. Discussion only.

2014 OACCC Budget - Amendments

Commissioner Sutherby moved, Commissioner Bossardet seconded, to set aside this item until the March 23, 2015 meeting.

Ayes: 5 Nays: 0 Absent: 0

Motion Carried.

OXFORD AREA CABLE COMMUNICATIONS COMMISSION REGULAR MEETING, MONDAY,
JANUARY 26, 2015

Request by OCTV to Transfer Unused 2014 Production Equipment Funds to 2015

Chairman Hunwick moved, Commissioner Sutherby seconded, to leave the surplus funds in the Production Equipment budget line item (296-851-977.006) to be disbursed back to the overall fund balance.

Ayes: Bossardet, Cryderman, Fisher, Hunwick, Sutherby

Nays: None

Absent: None

Motion Carried.

Property Tax Document

No action. Discussion only.

Election of Officers

Commissioner Sutherby moved, Commissioner Cryderman seconded, to nominate Commissioner Hunwick as Chairman.

Commissioner Sutherby rescinded the previous motion. Commissioner Cryderman rescinded his support.

Commissioner Sutherby moved, Commissioner Cryderman seconded, that all officers will continue as they presently are for 2015.

Ayes: Cryderman, Fisher, Hunwick, Sutherby, Bossardet

Nays: None

Absent: None

Motion Carried.

COMMITTEE REPORTS

School Participation Committee

Chairman Hunwick stated that he had spoken with Tim Throne, the interim superintendent. Mr. Throne indicated his support of the program. Chairman Hunwick has emailed Mr. Chaz Millard, the new Media Instructor at the high school and is awaiting a response.

Technical Committee

None.

Personnel Committee

Commissioner Bossardet is continuing to work on the job descriptions.

Facilities Committee

A new meeting location schedule will be proposed at the 02/23/15 meeting using a rotating schedule between entities.

MANAGER'S REPORT

Manager's Report

Teri Stiles has begun a Volunteer & Internship program with Specs Howard. The station has received a lot of résumés.

The meeting packet includes a copy of both the proposed 5-Year Plan and a physical inventory of all equipment.

OXFORD AREA CABLE COMMUNICATIONS COMMISSION REGULAR MEETING, MONDAY,
JANUARY 26, 2015

There has been good communication with the school, and the staff is also waiting for an appointment with Chaz Millard. The station received a very complimentary email from Mr. Tim Throne, interim superintendent, was received with regard to a recent "My Life" program.

COMMISSIONER COMMENTS

Commissioner Fisher asked whether the Commissioner would like the monthly investment pool reports included in the packet or whether they should just be emailed. The consensus was to email the report. Commissioner Fisher also thanked the staff for their hard work.

Commissioner Bossardet stated that the Village budget meetings will begin next month. She requested that the meeting time for the 02/23/15 meeting be changed to 3:00 p.m. The consensus was to change the meeting time to 3:00 p.m.

Commissioner Sutherby stated she was impressed with the updated and improved graphics for the programs.

Chairman Hunwick stated that he spent a few hours at the station recently and observed that the staff does a great job. The community is fortunate to have this group, and there has been positive feedback from the community.

PUBLIC COMMENTS

None.

ADJOURNMENT


Commissioner Sutherby moved, Commissioner Fisher seconded, to adjourn the meeting at 5:10 p.m.

Ayes: 5 Nays: 0 Absent: 0

Motion Carried



Ed Hunwick, Chairperson



Charlene Sutherby, Vice-Chairperson

Date Approved

/smm