OXFORD AREA CABLE COMMUNICATIONS COMMISSION REGULAR MEETING, MONDAY, September 26, 2016

A Regular Meeting of the Oxford Area Cable Communications Commission was held Monday September 26, 2016 at the Oxford Village Chamber, Oxford MI.

- 1) Chair Sue Bossardet called the meeting to order at 4:00 p.m.
- 2) Respects to the Flag
- 3) Members Present: Sue Bossardet (Chairperson, Oxford Village), Charlene Sutherby (Vice-Chairperson, Village of Leonard), Buck Cryderman (Secretary, Township of Oxford), Ed Hunwick (Oxford Township), Lori Fisher (Treasurer, Addison Township)

Also Present: Station Manager Bill Service, Dave Kenny, Teri Stiles, and Commission Attorney Bob Davis

4) APPROVAL OF THE AGENDA

Station Manager Bill Service requested Station Relocation to be placed back under "Unfinished Business."

Motioned by Commissioner Cryderman/second by Commissioner Sutherby to approve Agenda with modification.

Ayes: 5

Navs:

0

Motion Carried

5) PUBLIC COMMENT - None

6) APPROVAL OF MINUTES

Commissioner Cryderman moved to accept minutes June 27, 2016 as presented /second by Commissioner Sutherby.

Ayes: 5

Nays:

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Motion Carried

7) BILL REVIEW

A) OACCC Expense/Revenue Bill Runs - 6/27/16 through 9/19/16 in the amount of \$72,500.40

Fisher motioned to approve / second by Sutherby.

Roll Call

Vote

Ayes: 5

Navs: 0

Motion Carried

B) OACCC Year to Date Revenue/Expenditure Report

Sutherby moved to receive and file/second by Fisher to receive and file.

Aves: 4

Navs 0

Motion, Carried

C) OACCC Invoice GL Distribution Report - June, July, August 2016.

Fisher motioned/second by Cryderman to receive and file.

Ayes: 4

Nays 0

Motion. Carried

8) UNFINISHED BUSINESS

A) Employee Handbook - Fisher. Computer blocked, will get fixed and have at October 2016 meeting. Cryderman moved to Set Aside until October 24, 2016 meeting/ Fisher second.

Ayes: 4

Nays 0

Motion, Carried

B) Motion to enter into closed session under MCL 15.268(h) to discuss written legal opinion issues on Ken LaPlace contract and provisions relating to confidential and proprietary information.

Motion by Sutherby/second by Cryderman, as amended to include Station Manager and Teri Stiles.

Ayes: 4

Navs 1 Hunwick

Motion. Carried

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Motion by Fisher to proceed as discussed in closed session to have Attorney Bob Davis send the letters to Mr. Ken LaPlace / second by Cryderman

Ayes: 5

Nays 0

Motion. Carried

C) EARMARKS FOR FUTURE CAPITAL EXPENDITURE -

Fisher motioned to receive and file the earmarks for the Capital Expenditure sheet/second by Sutherby.

Ayes: 5

Nays 0

Motion. Carried

D) Station Relocation - Service

Manager informed commission of Legacy Center visit of space appropriate for an OCTV facility. Discussion followed regarding footage and financial concessions. Manager also requested further discussion regarding village facility space. Relocation Committee will contact Legacy Center for tour after October meeting.

Commission decided Chair Bossardet will compose a letter for the current OCTV landlord to find out potential ability to ease out of lease should there be an opportunity to relocate prior to end of lease.

9) NEW BUSINESS:

A) Request for Budget Line Adjustments for Internet, Public Relations, Computer Euipment -

Dave Kenny explained of projected short falls in above mentioned line items, and requests adjustments to meet year-end targets. Presented suggested available fund line items to transfer from.

Motion by Fisher to take the entire \$4,000 out of Contingency Fund and disburse: \$1,000 into Computer & Accessories, \$1,000 into Public Relations, \$2,000 into Internet line items / second by Cryderman.

Roll Call Vote: Ayes:

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Navs 0

Motion. Carried

COMMITTEE REPORTS:

Technical Committee: None Personnel Committee: None Facilities Committee: None

MANAGER'S REPORT

Al Campbell resigned, Ashley Pointe will fill his assignments, and more. AT&T are raising Uverse Bills by up to \$100 per month to force people to order Direct TV concerned about how many viewers we will lose, or not lose next year. Continue to get feedback from the community on how much they enjoy us.

COMMISSIONER COMMENTS

Commissioner Bossardet - Wished everyone a happy and safe July 4th.

Commissioner Sutherby - Compliments to station on doing a good job and responding to requests.

Commissioner Fisher - None

Commissioner Hunwick - None

Commissioner Cryderman - Township now has Charter and is watching Channel 191.

<u>PUBLIC COMMENTS</u> - Teri Stiles announced Philo winner Connie's Kitchen with Kyle Snage & Volunteer Connie Miller

ADJOURNMENT

Commissioner Sutherby moved, Fisher seconded, to adjourn at 5:01 p.m..

Ayes: 5

Nays: 0

Motion Carried

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Sue Bossardet, Chairperson

Charlene Sutherby, Vice-Chairpers

Date Approved

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