OXFORD AREA CABLE COMMUNICATIONS COMMISSION REGULAR MEETING, MONDAY, JUNE 26, 2017

A Regular Meeting of the Oxford Area Cable Communications Commission was June 26, 2017 at the Oxford Village Chamber, Oxford MI.

- 1) Vice Chair Charlene Sutherby called the meeting to order at 4:08 p.m.
- 2) Respects to the Flag
- 3) Members Present: Charlene Sutherby (Vice-Chairperson, Village of Leonard), Lori Fisher (Treasurer, Addison Township), Bill Dunn (Township of Oxford), John DuVal (Village of Oxford Alternate).

Absent: Sue Bossardet (Chairperson, Oxford Village), and Ed Hunwick (Township of Oxford). Also Present: Station Manager Bill Service, Dave Kenny, Teri Stiles, and Marge Payne (Township of Oxford Alternate).

4) APPROVAL OF THE AGENDA

Motioned by Commissioner Dunn/seconded by Commissioner Fisher to approved agenda.

Ayes: 4

Nays 0

Motion: Carried

5) PUBLIC COMMENT - None

6) APPROVAL OF MINUTES

Commissioner Dunn moved to approve minutes May 22, 2017/ by Commissioner Fisher.

Ayes: 4

Nays 0

Motion: Carried

7) BILL REVIEW

A) OACCC Expense/Revenue Bill Runs - 5/29/17 to 6/12/17 in the amount of \$23,068.99.

Fisher motioned to approve / seconded by Commissioner Dunn.

Roll Call

Vote

Ayes: 4

Nays: 0

Motion Carried

B) OACCC Year to Date Revenue/Expenditure Report 2016

Dunn moved to receive and file/seconded by Fisher to receive and file.

Roll Call

Vote Ayes: 4

Nays: 0

Motion Carried

C) OACCC Year to Date Revenue/Expenditure Report 2017

Dunn moved to receive and file/second by Fisher.

Ayes: 4

Nays: 0

Motion Carried

D) OACCC Invoice GL Distribution Report for Mayl 2017

Fisher moved to receive and file/second by Sutherby.

Ayes: 4

Nays: 0

Motion Carried

8) UNFINISHED BUSINESS

A) 2017 Budget Revision - Fisher

Fisher reported still not received audit report from the Oxford Township.

Fisher moved / second by Dunn to Table until report received from Township Audit.

Ayes: 4

Navs 0

Motion: Carried

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B) Drone Documentation

Manager Service presented Policy and Procedures for Drone Operation, stated insurance information submitted to insurance company and anticipates it to be included (possibly as a rider) onto the annual insurance policy package, within the next month.

Dunn moved to adopt Drone Policy/ second by Fisher.

Ayes: 4

Navs 0

Motion: Carried

9) NEW BUSINESS - None

COMMITTEE REPORTS:

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

MANAGER'S REPORT - No problems, no complaints.

COMMISSIONER COMMENTS

Commissioner DuVal - Honored to be asked to the Commission Commissioner Fisher - Welcome to Commissioner DuVal Commissioner Sutherby - Welcome to Commissioner DuVal Commissioner Dunn - None

PUBLIC COMMENTS - None

ADJOURNMENT

Commissioner Dunn moved, Commissioner Fisher seconded, to adjourn at 4:15 p.m..

Ayes: 4 Nays: 0

Motion Carried

Sue Bossardet, Chairperson

Haslene Suttest. Charlene Sutherby, Vice-Chairperson

Date Approved

/tls