

Present: Heldt, Linsenman, McAlear, McLain - Birmingham  
Borgon, Burry, Schneider – Beverly Hills  
Stakhiv – Franklin  
Ettenson – Bingham Farms

Absent: Kelly, Lurie – Birmingham  
Heyman, Verdi-Hus – Beverly Hills

Also Present: Executive Director – Cathryn White  
Currier - Attorney for Cable Board  
Rota and Florance - Bloomfield Community Television representatives  
Oberhausen, WOW representative  
Galbraith and Hoffman, Birmingham Public School representatives  
Valentine - Birmingham staff representative

McLain called the meeting to order at 7:50 a.m. in the Evergreen Room of the Birmingham Public Schools Education and Administration Building at 31301 Evergreen Road in Beverly Hills. She welcomed newly appointed member from Beverly Hills, Patricia Schneider.

**APPROVE MINUTES OF CABLE BOARD MEETING HELD AUGUST 21, 2013**

Motion by Heldt, second by Ettenson, that the minutes of a regular Cable Board meeting held on August 21, 2013 be approved as submitted.

Motion passed.

**PUBLIC COMMENTS**

McLain welcomed Charles Kipp, Vice President of Multi-Bank Securities Inc., an institutional fixed-income securities broker-dealer headquartered in Southfield, Michigan. Mr. Kipp presented an overview of MBS and how it serves the Cable Board to maximize the safety, liquidity and yield of its investments. Kipp met recently with new Treasurer Colin Linsenman, Chairperson Elaine McLain, and Executive Director Cathy White to provide an update on Board investments and how the process works.

Members are in receipt of a handout. The first two pages of the material provide an overview of MBS, including who they are and what they do, products and services, customers, and mission statement. Kipp talked about the MBS relationship with Pershing LLC, a subsidiary of Bank of New York Mellon and a third party custodian hired to protect the securities in the Board's account. Pershing is the company that sends out confirmations and statements and allows customer to view and provide access to their accounts online 24/7 in real time.

Kipp highlighted a handout indicating current market rates and projections and explained how rates are developed and how agencies determine yields on investments. Another sheet represents the current status of the Board's portfolio. Kipp addressed questions from the Board. McLain remarked that the Cable Action Committee will be discussing a finance policy that addresses future Board investments. She thanked Charles Kipp for his presentation.

## **COMMITTEE REPORTS**

### **Cable Action Committee**

McLain reported that the Cable Action Committee had a light agenda at its last meeting. Those present reviewed the website, which occurs regularly. The next CAC meeting will be held on Thursday, October 3 at 5:30 pm in the Baldwin Library, at which time there will be a discussion on drafting a finance policy for the Cable Board.

### **PEG Committee**

Heldt stated that the Board is in receipt of a request from the Birmingham School District to fund the broadcast of three upcoming Groves vs. Seaholm High School athletic events in October.

10/9 Boys Soccer  
10/18 Football  
10/24 Girls Swim and Dive

Motion by Heldt, second by Borgon, that the Birmingham Area Cable Board authorize an expenditure for Bloomfield Community Television to broadcast three Groves vs. Seaholm High School athletic events at a cost of \$2,500 per broadcast for a total cost not exceed \$7,500.

Roll Call Vote:  
Motion passed (9 – 0).

Heldt related that BCTV has compiled a list of equipment acquisitions that will upgrade and increase digital capabilities of broadcasts. The proposed list will be reviewed at the PEG Committee meeting immediately following today's Board meeting.

### **Personnel Committee**

The Personnel Committee conducted a performance review of the Executive Director on September 11 at the Franklin Village offices. Notification of this meeting was emailed to members of the Cable Board and the public. Members were requested to complete an evaluation form; there were only four responses received. The performance review went well; the next performance appraisal will be scheduled for February of 2014.

## **EXECUTIVE DIRECTOR'S REPORT**

White provided a follow up report on outstanding complaints and outlined four new formal complaints regarding Comcast issues received since the last meeting. Member Stakhiv related her recent problems with contacting the Comcast customer service center. The Executive Director's report included monthly financial reports and check disbursement information.

White welcomed new member Patricia Schneider representing Beverly Hills. The Board received a letter from Beverly Hills Chief Torongeau thanking them for awarding a grant to the Public Safety Department.

## **PROVIDER RELATED TOPICS**

### **Comcast**

The Comcast representative was not present; there were no announcements received from Comcast. McLain remarked that Comcast was a large contributor and supporter at the Annual NATOA conference in September.

### **AT&T**

AT&T representative Robert Jones was not present. McLain related that Franklin residents have asked for an update on expanding AT&T service in the community. There have been complaints about poor cell phone service in Franklin. Attorney Tim Currier commented that the problem with cell phone service is due primarily to the topography and the lack of public property available for cell tower installations.

Ettenson requested that the records be reviewed to determine the last time an AT&T representative attended a Cable Board meeting.

### **WOW**

Celeste Oberhausen from WOW reported that they have launched the NFL Network channel, which is available to all Digital Signature customers. She also mentioned the launch of an iPad app that allows WOW customers to manage their DVR from their iPad.

## **BAPA/BAMA REPORT**

Steve Rota highlighted programming outlined in the written report from Bloomfield Community Television on programming taped for Municipal Channel 15 (BAMA), PA Channel 18 (BAPA), and programming from BACB area organizations during the last month (information included in BCTV monthly report for August 22, 2013 – September 25, 2013).

The next BCTV camera workshop has been scheduled for Wednesday, November 6th, 2013 from 10:00 am to noon or 6:30 pm to 8:30 pm. Call 248-433-7790 to sign up. BCTV participated in the fourth annual Bloomfield Youth Guidance Touch-a-Truck event. People were invited into the production truck to participate in a hands-on experience.

Kevin Galbraith, Birmingham Public Schools representative, welcomed members to the Evergreen Conference Room at the Birmingham Education and Administration Center. Members were invited to tour the electronic capabilities of this facility after the meeting. On Monday, October 7, Cable Board members were invited to a ribbon cutting event in this venue from 4-6 pm. The event is open to the public.

## **OLD BUSINESS**

None

## **NEW BUSINESS**

McLain reported that she attended the Annual NATOA conference in Orlando on behalf of the BACB from September 16-19. She attended almost every session and made contact with individuals who can perform an audit of providers. This is important in terms of considering upcoming cable franchise renewals. The theme of this year's conference was collaboration and

working together. McLain will prepare a detailed report on the NATOA conference for the next meeting.

**PUBLIC COMMENTS**

None

**BOARD COMMENTS**

Borgon thanked School Superintendent Dr. Nerad and his staff for hosting today's Cable Board meeting in their new facility. He acknowledged Dr. Joe Hoffman in the audience.

Dr. Hoffman, Assistant Superintendent for Instruction, welcomed the Cable Board to the new BPS broadcast facility, which is an example of the long-standing partnership between the BACB and the School District. He noted that there are two professional development rooms attached to this space; all three rooms are used extensively for various educational activities. On behalf of Superintendent Nerad, Hoffman thanked the Cable Board for their generous participation in this effort.

The meeting was adjourned at 8:35 a.m.