

BIRMINGHAM AREA CABLE BOARD MEETING MINUTES – January 16, 2019

Present: Abraham, Eick, Fenberg, McLain - Birmingham
 Bayer, Bresnahan, Gugni – Beverly Hills
 Ettenson – Bingham Farms

Absent: Shand – Birmingham
 Stakhiv - Franklin

Also Present: White – BACB Executive Director
 Currier – Attorney for Cable Board
 Rota – Bloomfield Community Television

McLain called the meeting to order at 7:46 AM in the Village of Beverly Hills Municipal Building at 18500 W. Thirteen Mile Road.

Motion by Borgon, seconded by Gugni to amend the agenda to add **TREASURER’S REPORT** between **PUBLIC COMMENTS** and **ADMINISTRATIVE GRANTS FOR FY 2017-18.**

Motion Passed (8-0).

APPROVE MINUTES OF CABLE BOARD MEETING HELD December 19, 2018.

Motion by Ettenson, seconded by Borgon to approve the minutes of the Regular Cable Board Meeting on December 19, 2018 as presented.

On page 1, Borgon pointed out the Cable Board’s web address was incorrect. McLain concurred and stated White would include it in her report.

Motion by Ettenson, seconded by Borgon to approve the minutes of the Regular Cable Board Minutes on December 19, 2018, as amended.

Motion Passed (8-0).

PUBLIC COMMENTS

None

TREASURER’S REPORT

Fenberg gave a summary of the Multi-Bank Securities account as of December 31, 2018. The accumulated interest was approximately a 1.82% return on the Cable Board’s funds. Based on the current portfolio, the projected interest for 2019 is \$22,967.00, which is an approximate 2.29% return. He gave an overview of the maturities coming due on January 21, 2019, March 2019, April 2019, June 2019 and September 2019, as well as those due in 2020 and 2021.

For those who would like copies of the statements he will forward them.

Even though Borgon was not at the part of last month’s meeting when Kipp from Multi-Bank Securities gave his report, he was able to watch it on TV and remembered Kipp’s advice to get

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the bank investments for longer (2 yrs. or more). Fenberg stated he was splitting up the funds between one (1) and two (2) years so funds would be available in January 2020 for the distribution of Administrative Grants when they come due.

REQUEST TO APPROVE PAYMENT OF ADMINISTRATIVE GRANTS FOR FY 2017-18.

White referred to and summarized the report which had been given to each member of the proposed Administrative Grants for Fiscal Year 2017-18. The report included each community's Revenue, Percentage and proposed Administrative Grant to be returned. These numbers have been reviewed by the Treasurer. For the record she read the Administrative Grant for each community.

Motion by Ettenson, seconded by Fenberg to approve the Administrative Grants for FY 2017-18 in the following amounts: Birmingham- \$170,870.46, Beverly Hills- \$83,703.63, Franklin- \$19,370.41, Bingham Farms- \$19,546.50.

Ettenson inquired if White had a comparison of this year's financial figures with previous years. It appeared to him that Bingham Farms and Franklin's figures had slipped and he was interested in the Revenue and Percentage. White will email those figures to all the members.

McLain noted that these Administrative Grants are in keeping with the policies of the Cable Board and acknowledged the Cable Board's commitment and mission to the communities. Because of the lengthy process of using the audited numbers and the audit report, the communities are aware these distributions are coming and, thus, can plan accordingly.

Roll Call Vote:
Motion Passed (8-0).

White informed the Communities a transfer of funds would be made from Beverly Hills to the Credit Union and she anticipates they would receive checks sometime in February.

REQUEST TO APPROVE REVISED BCTV POLICIES AND PROCEDURES

Borgon stated the PEG Committee has reviewed the Policies and Procedures which were included in the Board's packet this month. These were revised by BCTV and reviewed in the last two (2) months.

Motion by Abraham, seconded by Eick to approve the revised BCTV Policies and Procedures, as of January 2019.

Elaine thanked all those who worked on and reviewed the details of the document, especially those who went line-by-line (Abraham and Borgon).

Roll Call Vote:
Motion Passed (8-0).

COMMITTEE REPORTS

Cable Action Committee

Regarding the website, Eick stated it was up and running although there had been a few minor updates to it. Please let him know if there are any questions, suggestions, etc. In addition to awarding grants to communities and schools for websites, the committee is looking into ways of reaching out and being proactive, such as sponsoring a speakers' series to speak on current telecommunication issues. Regarding special funding restrictions for such an activity, Currier commented that each specific issue would need to be explored. McLain stated that Social Media outreach was also important and added that if a resident was having some technical difficulty receiving programs on TV to please contact the Executive Director or send a message or comment through the new Cable website.

Regarding Social Media, McLain asked Currier if he had any guidelines or input for the Board. A Facebook page and LinkedIn were acceptable for the Cable Board; however, he cautioned and advised the Board to stay away from TWITTER. McLain was also in favor of establishing some rules governing social media usage, which Currier stated should be monitored. McLain volunteered to take on that responsibility.

The next meeting will be the first Thursday in February (Feb. 7) at 4:30 PM at the Baldwin Public Library.

PEG Committee

Borgon stated the PEG meeting would meet immediately after this one to discuss the contract with BCTV which expires this June.

EXECUTIVE DIRECTOR'S REPORT

White advised the Board that there might be a room change for the CAC meeting at the Baldwin Public Library but it would be close to their usual room.

White referred to her monthly report dated January 11, 2019. There were two (2) new complaints since the December meeting. The first (1st) complaint came from a Birmingham resident who had questions about the amount of his bill after the promotional period ended. He had been unsuccessful reaching a Comcast representative. A member of the escalation team contacted him and offered him a promotion for the HD Tech fee which would decrease his bill by \$9.95 per month for 12 months. This complaint is closed. The second complaint came from a Beverly Hills resident who wondered why her Comcast bill had increased by \$6-\$7 a month. An escalation team member contacted her and explained that her monthly charge remained the same; a notification of an increase of taxes, fees and equipment charges had been sent in her November bill. This complaint is closed.

The account balances for the MBS, BBCU and Beverly Hills accounts as of December 31, 2018 were provided to the Board. The large balance at Beverly Hills will be transferred to the Credit Union to pay for the Administrative Grants.

Since the last meeting White has written one (1) check on behalf of the BACB which was for a Chamber of Commerce event.

Additional Notes

The new website has been launched, as has been mentioned in this meeting. Training will be held this Friday.

Comcast has notified BACB there would be changes on some of their channels. Star India will be removing some of its channels from Comcast and other providers in the United States. MGM TV has terminated its contract with Comcast and will be removed from the line-up as of February 1, 2019.

Borgon inquired if anyone could attend the Chamber of Commerce meetings. McLain suggested the Chamber's calendar be linked to the BACB website. She also explained that she was a member and White was an associate member. However, if more people would like to attend the meetings the Chamber should be contacted to see if there would be an additional charge.

PROVIDER RELATED TOPICS**a. Comcast**

There was no representative present; however, McLain has seen a new Comcast bill which is 6-7 pages and detailed. It includes the tier the subscriber is in, a list of all the channels and what channels are leaving. According to McLain, she has not seen this type of format in about 10 years but finds it very beneficial. No matter which provider residents have, she advised them to look over their bills to make sure they were getting all they had agreed to, that they understand the charges and to clarify what they want going forward.

In response to Ettenson's question from last meeting about whether the Comcast rates for new services, scheduling and pricing applied to commercial accounts, White indicated they do apply.

b. AT&T/Uverse/Direct TV

There was no representative present. McLain asked Rota to comment on the issues surrounding Ch. 99 Uverse. Rota stated that a few days ago the AT&T encoder failed. He explained the function of the encoder and it was determined to be broken and needed to be replaced. The cost will probably be under \$1,000 and White would be able to sign off on the purchase. As in the past, he will inform McLain, Borgon and White on what was happening before he makes any purchases.

McLain stated that since AT&T/Uverse is transitioning itself away (from Cable), she suggested that Robert Jones, AT&T representative, be contacted to clarify what the Cable Board should be doing going forward with regards to equipment. Rota explained and detailed the technical process now being used to send signals to our residents. Until a new encoder is purchased and installed, only Comcast and WOW subscribers are able to receive the rebroadcast BAMA programs.

c. WOW

There was no representative present.

BAPA/BAMA REPORT

Rota reported that the Birmingham modulator transmitter/receiver had failed. (It transmits a signal so some meetings can be seen “live”). This is similar to what Beverly Hills experienced eight (8) months ago. After informing McLain and White of the situation, he contacted Advance Lighting and Sound to purchase a new one. It has now been installed. Because new equipment was necessary, he requested approval to make the purchase for \$2,034.00. This included a new transmitter/receiver and installation along with some converters.

Motion by Borgon, seconded by Fenberg to approve the purchase and installation of a new transmitter/receiver from Advanced Lighting & Sound in the amount not to exceed \$2,034.00.

Roll Call Vote:

Motion passed (8-0).

Rota referred to his memo to BACB dated January 9, 2019. He listed the completed **BAMA** Programs which were five (5) regularly scheduled municipal meetings, the BACB meeting, the Parks and Rec Board meeting, the Zoning Board meeting, Advisory Parking Committee meeting and the Multi-Modal Board meeting.

For the **BAPA** Programs, from the BACB area individual producers and organizations, twenty-one (21) programs were taped, all of which he listed.

The **UPCOMING SPORTS EVENTS** left to cover are three (3) Winter Sports: Boys Swim and Dive, Boys Hockey and Girls Basketball.

PRODUCER WORKSHOPS and/or CAMERA WORKSHOPS- BCTV is offering a one-on-one session for those who are interested in producing their own show and for those who want to volunteer and experience “behind the scenes”, as well as do some programming. Please call 248-433-7790 and BCTV will schedule a date and time for you. Rota encouraged those on the Board who have not toured the facility, to make arrangements to visit the facility.

Last month there was a discussion about covering Bingham Farms Council meetings. He has spoken with Ken Martin, the new Administrator and Clerk, and is scheduled to have a meeting with him this afternoon. Bingham Farms would be having a meeting at the end of January (1/28 at 7:30 PM) and he would be installing cameras and microphones to simulate how the meetings would be covered and look like on TV. Unfortunately, he personally would not be able to attend. Both Ettenson (Bingham Farms Council member) and McLain will be attending.

OLD BUSINESS

None

NEW BUSINESS

None

PUBLIC COMMENTS

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None

BOARD COMMENTS

None

There being no further business, the meeting was adjourned at 8:25 AM.