

Present: Armitage, Heldt, McLain - Birmingham
Heyman, McFadden, Pfeifer, Verdi-Hus – Beverly Hills
Eads – Franklin

Absent: Lurie, Thorsby, Urcan – Birmingham
Ettenson – Bingham Farms

Also Present: Borgon – Executive Director
Currier - Attorney for Cable Board
Florance - Bloomfield Community Television representative
Dr. Hoffman - Birmingham Schools representative
Brogan – Comcast representative
Jones – AT&T representative
Glenn - Birmingham staff representative

Chairperson McLain called the meeting to order at 7:48 a.m. in the Village of Beverly Hills municipal building at 18500 W. Thirteen Mile Road.

APPROVE MINUTES OF CABLE BOARD MEETING HELD JANUARY 19, 2011

Motion by Heldt, second by Eads, that the minutes of a regular Cable Board meeting held on January 19, 2011 be approved as submitted.

Motion passed unanimously.

PUBLIC COMMENTS

None

EQUIPMENT PURCHASE

Heldt stated that the Cable Board is in receipt of a proposal from BCTV for equipment in need of replacement or upgrading. The equipment purchases listed on a spreadsheet fit into three categories: channel clarity, studio enhancements, and mobile enhancements. Competing bids were solicited from generally three vendors. There are priorities items in terms of urgently needed equipment. The Board could consider action today on either the entire list of equipment or the priority items.

Zack Florance from BCTV explained that the proposal is broken down into two categories. The first category represents purchases needed to sustain what is currently in place and equipment to improve BCTV's efficiency and workload. Florance itemized equipment that is mission critical to keep BCTV running. This includes the DVD players, infrared playback device, and a Comcast transmitter and receiver. The cost of the items that are needed in the next month is \$7,876.

Heldt questioned how this purchase fits into the Cable Board budget and whether the expenditure should be spread over this and next fiscal years. Borgon responded that there are reserve funds that could be used for this equipment enhancement. The list includes priority equipment needed to run the studio and the truck and enhance productions. The budget could be amended to accommodate this expenditure. Borgon recommended that the Board approve the list of equipment and revise the budget to reflect the expenditure of \$102,322 from PEG Funds.

Questions and comments from Board members on the equipment purchase were addressed by Florance. As treasurer, McFadden commented that this unanticipated expenditure would have likely been addressed in the budget if the equipment had been inventoried a year ago. He affirmed that there are adequate liquid funds in the PEG Fund to cover this equipment purchase without a significant impact on cash reserves. Board members considered whether to purchase the critical equipment and phase in the purchase of the remainder of the items.

Motion by Heldt, second by Heyman, that the Birmingham Area Cable Board authorize the purchase of a DVD Player, Infrared Playback Device, Comcast Transmitter and Comcast Receiver at a cost not to exceed \$8,000 and to table action on the balance of equipment purchases submitted by Bloomfield Community Television in order to plan for next year's budget.

McFadden understood that the list of equipment submitted by BCTV was the result of a comprehensive review of equipment that would maintain current technological standards of the studio, quality of signal, and transport of present content. The equipment examination included a significant amount of oversight, judgment, and critical analysis in terms of what is needed today versus what would be nice to have. McFadden said that postponing action until budget deliberations for the next fiscal year would defer this purchase for 5-7 months. He emphasized that a goal of the Cable Board is to support PEG initiatives. The proposed equipment purchase would address immediate needs as well as continuous overall upgrades.

Florance commented that many of the items listed would improve efficiency and work flow. The program development committee recently approved four new programs. A lot of the tools are meant to decrease the amount of time that we have to work on these shows while maintaining and improving the quality of programming.

Armitage concurred that the proposal is well planned and researched. Eads thought that BCTV had an understanding of its needs; some items are critical and others are important. He questioned whether the Board should attempt to share costs with Bloomfield Township on three of the items. Heldt proposed that the Board deal with those shared costs during upcoming contract negotiations with BCTV.

Heldt withdrew his motion.

Motion by Heldt, second by Eads, that the Birmingham Area Cable Board approve the equipment enhancement proposal submitted by Bloomfield Community Television in the amount of \$102,322.

Roll Call Vote:
Motion passed (8 – 0).

COMMITTEE REPORTS

Cable Action Committee

McFadden reported that the Cable Action Committee discussed an issue addressed at the last meeting regarding unwanted emails originating from the Cable Board website. That issue has

been resolved by our vendor Muniweb. The Committee also looked at a data recovery archive for disaster preparedness in the event that Cable Board data is lost. There will be offsite backup records of Board business.

The Committee is preparing to develop a briefing guide for multi-unit dwellings to address issues affecting those residents. This will be brought to the Board sometime in March or April. Another project will be to modify the truck signage to make it more contemporary and reflect the current status of providers within the community.

PEG Committee

Heldt reported that discussions have commenced with Bloomfield Community Television on extension of its contract with the Cable Board. This will be discussed further during the PEG Committee meeting.

McLain commented on the replay of Seaholm versus Groves High School athletic events telecast and taped to be shown on PBS Channel 17.

Dr. Hoffman thanked the Cable Board on behalf of the Birmingham Public School District for sponsoring the Swim and Dive event and Varsity Wrestling. The programs are aired when received from BCTV and posted on the BPS website.

Personnel Committee

Mel Ettenson was not present. McLain reported that she received a message from Joe Valentine stating that he is in search of two representative to fill the vacant Birmingham seats on the Cable Board.

EXECUTIVE DIRECTOR REPORT

Borgon said that Mike Urcan has announced that he is leaving the Cable Board for business reasons. Borgon thanked him for his contributions to the Board and wished him well in the future.

There were 11 new customer complaints this month with six for Comcast, three for WOW, and two for AT&T. Board members have received the resolution forms. Borgon outlined the nature of the complaints.

Financial reports were included in the Board's packets. Board members received a copy of the revised Cable Board Annual Report for fiscal year 2009-2010.

McLain asked Borgon if he would pay a visit to the Gas Station TV office in Birmingham and request that they air BACB programming on bulletin boards located at the pumps.

COMCAST RELATED TOPICS

Leslie Brogan announced that Comcast recently launched a Missing Kids On Demand service in conjunction with the National Center for Missing and Exploited Children. Secondly, Comcast launched an app that goes to its Xfinity TV Platform. Subscribers can play Comcast content on their iPads wherever they are.

Brogan mentioned a free preview for the NHL Center Ice Race for the Cup from February 14-20. Comcast Digital TV customers can go to the 700's and locate these free previews leading up to the Stanley Cup.

McLain commented on a couple Comcast complaints related to billing and returned equipment. In response to an inquiry, Brogan stated that Comcast has many free payment options for customers. However, there is a charge whenever a customer uses a live agent or a credit card.

AT&T RELATED TOPICS

Robert Jones had no updates. McLain addressed AT&T complaints received in the last month concerning recurring Internet problems. Jones responded that AT&T will be meeting with this customer today in an attempt to resolve problems (Complaint #1-9).

McLain discussed an extended complaint (#2-13) about multiple contacts with a local AT&T store and with ordering U-Verse service. Jones addressed the issue of ordering U-Verse service.

WOW RELATED TOPICS

The WOW representative was not present. McLain commented on WOW matters. A complaint regarding installation of cable and damage to a fence was discussed. Unresolved complaints will be addressed when Kathy Armstead returns.

BAMA/BAPA REPORT

Zack Florance presented the Bloomfield Community Television report 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 January 20, 2011 – February 16, 2011).

Florance reported that the Groves vs. Seaholm Swim and Dive meet as well the Groves vs. Seaholm Wrestling Match are available on Comcast's Video On-Demand website. It can be accessed through the video on demand link on the bloomfieldtwp.org site or by a link on the BACB website.

The Program Development Committee met and approved four new programs, which were highlighted for the Board. Florance related an issue with the truck, noting that it will be going in for a warranty repair today.

OLD BUSINESS

None

NEW BUSINESS

Carrier suggested that the Treasurer and Executive Director place a budget amendment on the agenda for next month to reflect purchases authorized at today's meeting.

McLain stated that the Board will be talking about revising the Interlocal Agreement for each of the respective communities. Attorney Carrier will be consulting on this matter.

PUBLIC COMMENTS

None

BOARD COMMENTS

McFadden stated that Comcast and AT&T have announced a joint venture whereby Comcast will represent AT&T U-verse in 20-plus markets starting in June. This will not occur in the Detroit area.

The meeting was adjourned at 8:51 a.m.