

Present: Heldt, Kelly, Linsenman, Lurie, McAlear, McLain - Birmingham
Borgon, Heyman – Beverly Hills
Stakhiv – Franklin
Ettenson – Bingham Farms

Absent: Schneider, Verdi-Hus – Beverly Hills

Also Present: Cathryn White - Executive Director
Currier - Attorney for Cable Board
Florance - Bloomfield Community Television representative
Brogan – Comcast representative
Valentine - Birmingham staff representative

McLain called the meeting to order at 7:45 a.m. in the Village of Beverly Hills municipal building at 18500 W. Thirteen Mile Road.

APPROVE MINUTES OF CABLE BOARD MEETING HELD SEPTEMBER 25, 2013

On page 2, first paragraph, last line, change ‘finance policy’ to read ‘finance guidance policy’.

Motion by Heldt, second by Ettenson, that the minutes of a regular Cable Board meeting held on September 25, 2013 be approved as amended.

Motion passed.

PUBLIC COMMENTS

None

GRANT REQUEST – FRANKLIN HISTORICAL SOCIETY

Gary Roberts, chairman of the Franklin Historic District Commission, stated that the Kreger Community Center has opened and is in use. This has been a community-wide project that has been entirely produced and funded privately through donations. It is now a home for numerous community volunteer organizations. The Franklin Historical Society is the steward of the building since its dedication to the Village of Franklin. Roberts provided some history on the moving and restoration of the 1860s Kreger Farm Buildings.

Roberts related that a significant operational need is to have the facility connected allowing the use of phone, Internet and cable TV for its users. There is a goal of providing wireless connection from the community center to the entire Village Green common areas. This will facilitate Internet access to residents and visitors as well as frequent Village Green users like the Farmers Market, baseball leagues, and others.

Roberts respectfully requested that the Birmingham Area Cable Board consider approving a grant for the funding of requisite components, including installation and 12 months of Comcast charges for providing high speed Internet, one phone line, and basic cable TV service. Board members are in receipt of a detailed cost breakdown. Comcast quoted charges of \$264.80/month for 12 months at a total of \$3,177.60 plus the Great Lakes Internet quotation of \$3,467.10.

Franklin is requesting an additional \$500 for problems anticipating in wiring and patching this historic building. The grant request total is \$7,144.61.

Linsenman left the meeting room.

McLain advised Mr. Roberts that a Cable Board grant could cover wiring but not patching. Ettenson expressed concern with setting a precedent for awarding a grant to non-municipalities. In response to an inquiry, McLain stated that this grant falls within the Board's grant guidelines. Carrier added that the Kreger Community Center is considered a municipal building.

Motion by Heldt, second by Borgon, that the Birmingham Area Cable Board approve a grant in the amount of \$7,144.61 for cable and related equipment to provide phone service, Internet, and cable television for the Kreger Community Center as outlined in correspondence dated September 18, 2013 from the Franklin Historical Society.

Roll Call Vote:

Ettenson	- no
Heldt	- yes
Kelly	- yes
Linsenman	- not present
Lurie	- yes
McAlear	- yes
McLain	- yes
Borgon	- yes
Heyman	- yes
Stakhiv	- yes

Motion (8 – 1).

Linsenman reentered the meeting.

GRANT REQUEST – CITY OF BIRMINGHAM

Assistant City Manager Joe Valentine outlined a grant request submitted by the City of Birmingham for cable broadcasting and related services. He has compiled Birmingham's request for cable services for the year relating to various departments including the Department of Public Services (DPS) broadcasting equipment (\$1,208.00); develop updated city website (\$16,700); Fire Department A/V upgrade to Smart Board technology (\$13,000); Historical Museum Wi-Fi (\$5,000). The total amount of the grant request is \$35,908.00.

Motion by Borgon, second by Heldt, that the Birmingham Area Cable Board award a grant in an amount not to exceed \$35,908.00 to the City of Birmingham for equipment related enhancements to the City services including \$1,208.00 for DPS broadcasting equipment, \$16,700 for a new City website, an amount not to exceed \$13,000.00 for Fire Department A/V upgrades, and an amount not to exceed \$5,000.00 for a wireless network at the Historical Museum.

Roll Call Vote:
Motion passed (10 – 0).

TREASURER’S REPORT

Treasurer Linsenman outlined his Quarterly Investment Report (July 1 – September 30, 2013). He noted that the Federal Homes Loan investment with a maturity date of 7/17/2018 was called; there will be \$100,000 coming back to the Board. Investment consultant from MBS Charles Kipp advised and approved purchasing a new Federal Home Loans investment with a maturity date of 10/23/2018. The new fund has a higher rate and a lower price.

Borgon questioned whether the Treasurer should consider investing Board funds in alternative funds in addition to Multi-Bank Securities Inc. portfolio.

NATOA REPORT

McLain presented a brief overview based on her experiences at the recent NATOA Conference in September held in Orlando, Florida. The NATOA Blueprint for Localism in Communications was published at this conference. The overall theme was collaboration and working together. NATOA policies and strategies in an IP world are premised on the belief that any changes to the nation’s communications laws must be guided by the following key principles: Local Authority; Localism and Diversity of Voices; Consumer Protection and Advocacy; Local Rights-of-Way Management; Innovation; Compensation for Use of Public Property; Competition and Choice; and Preservation of Local Taxation Authority.

McLain reported that there were reviews of franchise renewals around the country. The Comcast franchise agreement will be expiring in 2015.

Linsenman left the meeting at 8:15 am.

COMMITTEE REPORTS

Cable Action Committee

McLain reported that there was discussion about the fund balance and future financial planning at the last Cable Action Committee meeting. Ettenson stated that the original purpose of the Cable Action Committee was to follow up with the cable providers on any complaints, promises, or problems. Another item of discussion was that the Cable Board is closing in on the 2015 franchise renewal date with Comcast.

McLain and Heldt attended the ribbon cutting event at the new Evergreen Conference Room at the Birmingham Education and Administration Center on Monday, October 7.

Borgon questioned whether there were any major findings resulting from the consumer research compiled via the recent subscriber survey. He suggested that this be an agenda item for the Cable Action Committee.

Heldt stated that he did not attend the Cable Action Committee but there was preliminary discussion about establishing or modifying a funding or financial policy for the Board. That

discussion will continue at today's PEG Committee meeting, in part because PEG represents over 50% of the Board's income.

The next Cable Action Committee will be held on Thursday, November 7 at 5:30 pm in the Baldwin Library.

PEG Committee

Heldt referred to a handout included in the Board meeting packet listing proposed equipment upgrades for Playback at BCTV studio, Truck equipment, and a Switcher ME Board. This list of items was vetted at last month's PEG Committee meeting. Studio upgrades will ultimately maximize digital broadcast capabilities. The total cost of the upgrades is \$115,724.

Zack Florance from BCTV noted that the equipment list is divided into playback on-air operations items and truck equipment. He elaborated on the expenses listed and the reason for each purchase. These items are integral in terms of phasing the operation over to a digital environment. It is anticipated that the studio will be broadcasting completely digitally in the near future. Florance related that the original truck design was not designed for sporting events, which is a popular programming choice of community members. Additional items are needed to provide the type of programming supported by the municipalities in terms of sports, parades and concerts.

The third phase is to transition the studio in terms of providing the correct transmitter and receiver to transmit an HD digital channel for BACB programming. The cost is estimated at \$15,050. Florance addressed questions from the Board on the vendors, warranties, apportionment of the playback and on-air portion of the quote, and insurance coverage on the proposed equipment.

Heldt announced that there will be a Groves vs. Seaholm football game on Friday, October 19, which will be taped and rebroadcast by BCTV. Both teams are undefeated; these types of events involve and interest the entire community.

Motion by Heldt, second by Heyman, that the Birmingham Area Cable Board approve the expenditure not to exceed \$116,000 for the playback on-air and truck equipment described in the document provided by BCTV to be paid for out of PEG funds and that the Cable Board budget be amended to reflect these expenditures.

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

EXECUTIVE DIRECTOR'S REPORT

White provided a follow up report on outstanding complaints and outlined three new subscriber complaints received since the last meeting. Member Stakhiv talked about various problems experienced with her Comcast X-1 boxes. Leslie Brogan apologized for her system going off and on. She said that the Comcast escalation team is trying to get to the root of the problem and will continue to work on a solution.

The Executive Director's report included monthly financial reports and check disbursement information. White reported on the Quick Books class she is attending and how it will assist with budgeting, banking and accounting tasks associated with her BACB duties.

As part of outreach efforts, White attended a PROTEC meeting on September 25, 2013. The agenda included review of Metro Authority Determination No.9. This Determination allows the Metro Authority to grant new telecommunication providers and/or telecommunication providers expanding their facilities in public rights-of-way the right to pay only a prorated maintenance fee assessment for partial year installation of facilities. Fees approved for proration will be prorated from the time the newly installed facilities were viable for commercial use. This determination potentially means that the full amount of Metro Act fees that could be realized from new investment will be reduced and that municipalities will not be able to reap the full benefit of an increase in the amount of Metro Act payments.

PROVIDER RELATED TOPICS

Comcast

Comcast representative Leslie Brogan stated that the latest Comcast communication dated October 10, 2013 to the Executive Director and the communities was about the Comcast B-1 encryption. This comes at the end of Comcast's digital enhancement for its entire platform.

Comcast is encrypting its Limited Basic channels, which will result in the scrambling of those signals. As a result, a digital device is required on every TV in order to unscramble the signals and permit subscribers to view their services. On November 14, 2013 in this area Comcast will encrypt B-1. Encryption encodes programming so that individuals cannot view it without authorization and payment. In addition, encryption allows Comcast to automate certain system functions and will reduce the need for scheduled in-home appointments, providing greater convenience for customers.

Brogan talked about time limited equipment offers that will depend on the customer's level of service. There will be a special number to call and talk with someone at Comcast about what equipment is needed. This has been regulated by the FCC; every subscriber will be notified. Customers will need a set-top box, digital adapter or a CableCARD enabled device on each TV in their home to ensure that they will see Limited Basic service once encryption is complete. Brogan addressed questions from Board members on the equipment needed.

AT&T

There was no representative present.

WOW

There was no representative present.

BAPA/BAMA REPORT

Zack Florance 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 September 26, 2013 – October 16, 2013).

BCTV will be filming Friday's football game between Groves and Seaholm high schools. Both teams are undefeated, and it should be a great game. 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.

Bloomfield Community Television submitted 10 programs in eight different categories to be judged in the Philo Festival of Media Arts. BCTV took home three first place awards and a second place award.

- The Village Players 90th Anniversary took 1st place in the Documentary Category.
- This program also took 1st place for Excellence in Cinematography.
- Soup and Company took 1st place for Best Series Program
- Agebusters took 2nd place in the seniors' category.

Florance related that there have been reports that the BAMA channel has lines running through it. BCTV has been in contact with Comcast engineers to resolve the problem. Borgon remarked that he is having the same issue with WOW. Florance will look at the WOW signal today.

OLD BUSINESS

None

NEW BUSINESS

None

PUBLIC COMMENTS

None

BOARD COMMENTS

McLain stated that the PEG Committee will meet after this Board meeting with Joe Valentine and others to talk about policy guidelines for the Cable Board fund balance. Anyone can join this meeting.

Borgon commented that two people left the Cable Board in the last several months. Resolutions to recognize their service on the Board will be on the agenda of an upcoming Board meeting.

The meeting was adjourned at 9:12 a.m.