

## BIRMINGHAM AREA CABLE BOARD MEETING MINUTES – April 20, 2016

Present: Bozell, Eick, Heldt, McLain – Birmingham  
 Borgon (alternate), Burry, Maly – Village of Beverly Hills  
 Stakhiv – Village of Franklin

Absent: McAlear – Birmingham  
 Schneider, Verdi-Hus - Village of Beverly Hills  
 Ettenson - Village of Bingham Farms

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

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

### **APPROVE MINUTES OF CABLE BOARD MEETING HELD March 16, 2016**

Motion by Burry, seconded by Heldt , to approve the minutes of the Regular Cable Board Meeting on March 16, 2016, as presented.

Motion passed.

### **PUBLIC COMMENTS**

Alda Marie McCook, Beverly Hills, related her recent experience dealing with WOW regarding so-called “unpaid” bills which, in fact, she had already paid. Between her calls to Customer Service, the offensive letters she had received, and not receiving the payment confirmation which she had been promised, the resident was very disappointed with WOW’s service. She gave McLain her last letter from WOW, dated 3/24/16, and indicated that she was still waiting for the requested statement. Because no providers were at the meeting, McLain referred these issues to White who would submit a complaint and personally resolve them for Ms. McCook.

### **FY 2015-16 BACB BUDGET AMENDMENTS**

Referring to the First Amended Budget, FY 2016 Report, dated 4/14/2016, White presented the proposed Budget Amendments:

1. Administrative Grants - Increase the annual amount by \$20,000.00.
2. Add a budget line for Bank Service Charges in the amount of \$61.00.
3. Professional Fees, Accounting – Increase the annual amount by \$200.00.
4. Cable Contractor - Increase the annual amount by \$50,000.00 (due to the timing of the payment).
5. PEG Grant – Increase the annual amount by \$50,000.00.

White noted that **Municipal Support Services** is under budget. Originally \$70,000.00 was budgeted and less than \$5,000.00 had been paid out. As a whole, BACB is under budget.

## BIRMINGHAM AREA CABLE BOARD MEETING MINUTES – April 20, 2016

Motion by Burry, seconded by Eick, that the Birmingham Area Cable Board does hereby authorize the following amendments to the FY 2015-16 Budget:

1. Administrative Grants - Increase the annual amount by \$20,000.00, for a total amount of \$197,763.00.
2. Add a budget line for Bank Service Charges in the amount of \$61.00.
3. Professional Fees, Accounting – Increase the annual amount by \$200.00, for a total amount of \$8,200.00.
4. Cable Contractor - Increase the annual amount by \$50,000.00 (due to timing of payment).
5. Grant – Increase the annual amount by \$50,000.00, for a total amount of \$150,000.00.

Roll Call Vote

Motion passed (8-0).

### **COMMITTEE REPORTS**

#### **Cable Action Committee**

In Verdi-Hus's absence, White reported that the committee, consisting of herself, McLain, and Verdi-Hus, had planned on going over the new member manual with the new members but none were able to attend the meeting. The committee reviewed the 2015-16 budget amendments and had a discussion about next year's fiscal budget which she would be presenting to the Board at the next meeting. The budget needs to be approved by June. The next meeting will be Thursday, May 5, upstairs in the Baldwin Library at 5:30 PM. A reminder will be sent out.

#### **PEG Committee**

McAlear, Chairman, was not in attendance. There would not be a PEG meeting following the BACB meeting this morning.

### **EXECUTIVE DIRECTOR'S REPORT**

White referred to her report dated April 13, 2016. Since her last report she did not receive any new complaints. One pending complaint was in the process of resolution. It dealt with a builder who had contacted Comcast about the possible removal or relocation of its facilities due to construction of a new home. Comcast calculated the expense and, as of March 31, 2016, is awaiting payment from the builder before rerouting the line.

The account balances for the MBS, BBCU, and Beverly Hills accounts were provided to the Board. Since her last report, White has written nine (9) checks on behalf of the BACB, which were listed in her memo. She noted several Municipal Support Services Grant checks were issued to Franklin and would be added to the already spent and recorded monies in the Municipal Support Services for the year. McLain requested more details about those checks. White responded that one was for the Comcast service at the Kreger House (Franklin Community Center) and the other was for the website and enhancement of the Village Hall. Two checks went to Charter Township of Bloomfield: one for the BCTV filming of one sports event and one for the reimbursement for truck equipment repair. Referring to the check written to the Birmingham

**BIRMINGHAM AREA CABLE BOARD MEETING MINUTES – April 20, 2016**

Bloomfield Credit Union and in response to a question about a “carbonite backup”, White and McLain clarified that it was for a computer backup program.

White had additional notes concerning the new roster of Board Members, which had been included in the packet. She added that Kevin Galbraith was no longer with the Birmingham Public Schools and Joseph Hoffman would be his temporary replacement. McLain mentioned a typo in Robert Jones’ email address.

Multichannel News reported that the merger between Charter Communications and Time Warner Cable was moving forward and should be able to obtain the necessary approvals from the FCC. Comcast announced that on April 12, 2016 Al Jazeera America (Channel 107) ceased operations and its programming.

The Village of Beverly Hills would be remodeling its offices, at which time the staff would move its operations into Council Chambers. The construction might take up to four (4) months to complete but the beginning date was uncertain. In the meantime, White has made arrangements with the Birmingham Public Schools for BACB to move its meetings to Birmingham Public Schools’ Education & Administration Center on Evergreen Rd. at 13 Mile Rd. during that period. She would advise the Board of the exact date for the location change. Unfortunately, the meetings wouldn’t be live broadcasts. For the benefit of the public, McLain reminded viewers that PEG funds had been used for the renovation of that building and equipping it with state-of-the-art technology. Borgon suggested the option of meeting at the Birmingham Commission Chambers.

**PROVIDER RELATED TOPICS****a. Comcast**

There was no representative present and there were no new announcements.

**b. AT&T/Uverse/Direct TV**

There was no representative present

**c. WOW**

There was no representative present.

McLain, Borgon, and Maly, Board Members of NEXT, relayed the information about its Golf Outing Fundraiser which would be held June 13, 2016, at Lincoln Hills Golf Course on 14 Mile and Evergreen. There would be a 2PM start time and would include a silent auction and dinner. An invitation has been extended to the Cable Providers to become sponsors of the event or to consider making a donation. A follow up with the three (3) providers would be made. Maly extended an invitation to the public to participate in the fun event. The cost is \$75 and includes golfing and dinner. Dinner alone is \$25.

Borgon commented on the letter WOW sent it customers informing them that, “... effective April 5, 2016, WOW would impose a missed appointment charge of \$50 if a customer is not home for a scheduled WOW appointment” and fails to contact WOW within an hour of the advanced schedule appointment time. It was his opinion that this was a very aggressive policy.

**BIRMINGHAM AREA CABLE BOARD MEETING MINUTES – April 20, 2016**

McLain suggested that White contact Ken Parson for a response to this issue. McLain noted that Comcast automatically credits a customer's bill for missed appointments. She was unsure if AT&T or WOW had the same or similar policy and asked White to contact them for verification.

**BAPA/BAMA REPORT**

Steve Rota referred to his memo to BACB, dated 4/14/16, and pointed out the seven (7) completed **BAMA** Programs which were regularly scheduled municipal meetings, Board of Zoning Appeals Meetings, two (2) Baldwin Library Board and Trust Meetings, Birmingham Advisory Board Meeting, Multi Modal Transportation Board Meeting, BACB meeting, four (4) Baldwin Library Lectures, and the Birmingham Recommended Budget show.

For the **BAPA** Programs, from the BACB area individual producers and organizations, thirty-three (33) programs were taped. He listed all the programs.

Rota reminded the Board that the format of the Producer Workshops was now “one-on-one” sessions. They were for those volunteers interested in taking a camera workshop and/or producing their own show and for those who wanted to experience the “behind the scenes” process. Residents can contact BCTV at 248-433-7790 to schedule an appointment date and time to tour the studio and learn about the policies of how a show is produced or helping out on a show.

He showed the Board a sample of the rain poncho with the logo on it, which the Board had approved. This uniform purchase now completed the order.

McLain inquired about the readiness of the truck to which Rota replied that the previous issues had been resolved.

Rota has been in contact with the new members of the Board about setting a date to take a tour of the studio. He also noted that the Producer Workshop did not replace the Program Development Committee. He explained the process: after several producers have indicated an interest in producing a show and have submitted proposals to him, he would then send an email to the committee members notifying them of the proposals.

**OLD BUSINESS**

None

**NEW BUSINESS**

None

**PUBLIC COMMENTS**

None

**BOARD COMMENTS**

White will notify the Board of where the next meeting would be held.

The meeting was adjourned at 8:20 AM.

