

## BIRMINGHAM AREA CABLE BOARD MEETING MINUTES – May 15 2019

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

Absent Shand – Beverly Hills  
 Fenberg- Birmingham  
 Stakhiv – Franklin

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

McLain called the meeting to order at 7:47 AM in the Village of Beverly Hills Municipal Building at 18500 W. Thirteen Mile Road.

**APPROVE MINUTES OF CABLE BOARD MEETING HELD April 24, 2019.**

Motion by Eick, seconded by Ettenson to approve the minutes of the Regular Cable Board Meeting on April 24, 2019, as presented.

White inquired if any Board Member could recall who made the motion to approve the March 20, 2019 Minutes? Borgon replied that he did.

Motion by Eick, seconded by Ettenson to approve the minutes of the Regular Cable Board Meeting on April 24, 2019, as amended.

Motion Passed (7-0, 1 Abstain)

**PUBLIC COMMENTS**

None

**TREASURER'S REPORT**

In Fenberg's absence, White gave the Treasurer's Report. She referred to his summary dated May 15, 2019, which each Board Member received. It included the balance in the Multi-Bank Securities, Inc. account as of April 30, 2019 and interest income for the last four (4) months. He indicated there would not be any maturities in May and the next maturity would be June 24, 2019. Fenberg included a table for the Upcoming Maturities from June 2019 to April 2022 and the first page of the Brokerage Account Statement and information about Maturity Distribution (4/1/2019 to 4/30/2022).

McLain stated that any questions should be emailed to Fenberg and asked that she be cc'd, as well.

**COMMITTEE REPORTS****Cable Action Committee**

Eick did not have anything to report. The next meeting would be Thursday, June 6 at 4:30 PM in the Birmingham Baldwin Public Library, if needed.

**PEG Committee**

Borgon did not have anything to report and there would not be a meeting this month. Regarding the RFP, White would speak to the status of it. White reported that changes had been incorporated into the RFP, based upon the discussion at last month's meeting. If anyone had any questions about those changes they should let her know. The main one was under **II**.

**PROGRAMMING REQUIREMENTS** regarding specific hours of original programming which was struck. She had noticed that "vendor" and "provider" were interchanged throughout the document and she wanted to be consistent so she switched all references to "vendor". Typos and missing words were corrected. In paragraph 3B, at the end of the phrase, "...the BACB shall provide the cost of providing a link between the vendors' facility to the Head end.", White corrected and added "...to the Head ends of Comcast, WOW, and AT&T." all of which had been suggested during the discussion at the meeting. This was followed by the sentence, "The vendors should provide a cost estimate for this." Specific dates were added: beginning date for the contract would be August 1, 2019, as discussed at the meeting and the deadline for bid proposals would be May 31, 2019. She also added the requirement that the vendors should provide an additional attachment with a detailed list of monthly and annual costs for their services.

White would provide each Board Member an electronic copy of this document. Currently there was a note on the BACB website under NEWS and ANNOUNCEMENTS stating BACB was looking for proposals. At the moment there appeared to be some technical difficulty of pulling up the actual proposal; however, she would be working with Muniweb today to solve the problem. McLain had suggestions regarding different placements for the postings: on the BACB website in some sort of highlighted box and on MITN, as well.

Borgon suggested that due to the short timeframe the PEG committee would have to review the document, the posting date should be adjusted. It was agreed that the announcement on the website and MITN would be posted May 24, 2019 and June 28, 2019 at 2 PM would be the established deadline for bid responses.

If needed, Borgon said the next PEG committee meeting will be a noon lunch meeting on June 12 at BCTV.

White noted that on the BACB website there would be a notification that all questions should be directed to the BACB Executive Director and she would email them to the Board Members. Currier emphasized that the statement regarding questions should also be included on the actual RFP document. White would add it.

**Personnel Committee**

In Stakhiv's absence, McLain read her report. The committee met on May 8, 2019 for the Annual Performance Appraisal for the Executive Director. She received a 75% input response rate from the Board Members and those responses were taken into account during the appraisal process. Stakhiv thanked the Board for its input. Due to absences, the "open" portion of the meeting consisted of White, Stakhiv and McLain which was followed by a closed session for discussion.

Stakhiv was available for any questions.

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

White referred to her monthly report dated May 9, 2019. There were three (3) new complaints and one complaint that had been pending from last month. The pending complaint dealt with AT&T's timeline for finishing the project of running fiber through a resident's neighborhood and the leaning pole, which it turned out to belong to DTE. AT&T provided White and the resident with the timeline and indicated it was not worried about the pole. This complaint was closed. The first (1<sup>st</sup>) new complaint was from a Franklin resident who requested that Comcast bury its line which was running across the front of the house to the southeast corner of the house. A Comcast escalation team representation checked out the complaint and stated that there was a new aerial wire and there was nothing to bury. Unable to reach the resident, the Comcast representative left messages and emails to inform him of this and included contact information if he had any further questions. This complaint is closed. The second (2<sup>nd</sup>) complaint was from a new Beverly Hills resident who had noticed several low-hanging wires in his backyard. Both Comcast and WOW have removed the wires. This complaint is closed. The third (3<sup>rd</sup>) complaint was from a Birmingham resident who requested Comcast remove or repair its low-hanging wire in his backyard. This was taken care of within 12 hours and this complaint is closed.

The account balance for MBS, BBCU and Beverly Hills accounts as of April 30, 2019 were emailed to all Board members, as were those for March, 2019.

Four (4) checks have been written on behalf of the BACB since the last Board meeting: to BCTV for filming two (2) December 2018 sports events and the quarterly contract payment and one to Stream Dynamics which replaced the encoders.

### **Additional Notes**

White received an email from Town Square Publications which publishes the Birmingham Bloomfield Chamber of Commerce's Annual Community Guide and Membership Directory/magazine, Thrive, to discuss placing a BACB ad in it (as was done last year). The cost for a half-page ad would be the same as last year, \$1,046.00, if the Board wanted to do it. White recommended the Board adopt a resolution approving payment for the publication of this ad. Ettenson inquired if she knew of any response to last year's ad. White was unaware of any direct response. However, now there were more complaints coming through the website address which was also in the ad.

Motion by Eick to authorize the Executive Director to purchase a BACB ad in the Birmingham Bloomfield Chamber of Commerce annual magazine in the amount not to exceed \$1,046.00.

There was no second to the motion. Currier explained that according to Robert's Rules if there was no "second" to a motion, the motion never came before the body to be considered. Currier explained that technically this subject could be brought up at this meeting or in the future for consideration. If there had been a second and then voted down, that would resolve the issue and it would be moot. Ettenson was curious about the background behind BACB first putting an ad in the magazine. McLain provided details.

White reported that according to TV Technology the NFL was in talks with Amazon and Disney about offering the NFL Sunday Ticket to cord cutters.

It has been mentioned in some technical publications that Charter Communications was talking with Comcast about licensing Comcast's X1 platform and new IP video platform. As of now, however, Charter has decided that it did not want to be a vendor for Comcast.

In the first three (3) months of 2019 the number of cord-cutters has reached new records. The pay-TV industry has lost more than 1 million subscribers in the first quarter. In all of 2018 there were 3.2 million customers who cut the cords. Analysts were predicting that that trend would continue throughout the year.

### **PROVIDER RELATED TOPICS**

#### **a. Comcast**

There was no representative present.

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

There was no representative present.

#### **c. WOW**

There was no representative present.

McLain noted the absence of any provider representation but pointed out that White has communicated with all three (3). White had nothing to report.

### **BAPA/BAMA REPORT**

Rota referred to his memo to BACB dated May 9, 2019. He listed the completed **BAMA** Programs which were six (6) regularly scheduled municipal meetings, the BACB meeting, the Parks and Recreation Board meeting, Zoning Board of Appeals meeting, the Multi-Modal Transportation Board meeting and the City of Birmingham 2019-2020 Recommended Budget Video.

For the **BAPA** Programs, from the BACB area individual producers and organizations, twenty-six (26) programs were taped, all of which he listed, as well as future sports games, both girls and boys.

**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.

### **PLAYBACK ROOM EQUIPMENT UPGRADE**

Rota brought this item to the Board's attention at its last meeting, regarding the upgrading to the equipment in the BCTV, BAPA and BAMA's playback room to full HD. This upgrade has been completed. A complete HD signal gets sent out to the providers, however, unfortunately, the

**BIRMINGHAM AREA CABLE BOARD MEETING MINUTES – May 15 2019**

providers then take that signal and convert it back to a SD signal. He noted that residents can watch full HD programming on the BACB website or the BCTV website. He cautioned residents to keep in mind that during the construction there might be some temporary technical interruptions but all would be corrected. He recounted recent specific problems, all of which had been resolved.

Delaney summarized the problems which occurred during a recent Beverly Hills Council meeting's discussion about its proposed new budget. He thanked Rota for the troubleshooting. McLain was curious as to how Beverly Hills communicated with its residents about such technical problems, i.e. sending out an e-blast alerting them of important information, such as the availability of the meeting minutes or the re-broadcast of a meeting. Delaney responded by outlining what had been said during the 8-10 minute disruption of this particular meeting. He also inquired if detection of any difficulties was monitored by those in the TV booth. Rota described different scenarios for the different locations in the local communities. Currier noted it would be appropriate for any meeting to be recessed for a short period of time until the technical difficulties were resolved. However, if those problems could not be immediately fixed, it would be necessary to take action such as officially adjourning the meeting.

Borgon mentioned there used to be a TV monitor in the Beverly Hills booth. Rota replied that during construction it had been taken down and Borgon stated that a new one should be purchased. Rota also reminded everyone that programs are taped in their entirety and re-run during the month or could be seen on Video on Demand.

Borgon congratulated Rota and BCTV on the advancements in production quality he had recently seen. He encouraged Bingham Farms to look at what has been done with the Franklin Council meetings in a small and compact room. Because of the increase of senior citizens in the area, he also encouraged communities to record more of their meetings so they would be available to those residents. Ettenson added that the issue of televising Bingham Farms meetings would be on the Council's June agenda.

Responding to Eick's inquiry, Rota stated that the portion of the meeting which had technical difficulties was available on the replay of the Beverly Hills meeting found on the website and also on the BACB website Video on Demand. The only thing that was lost was the live signal.

**OLD BUSINESS**

None

**NEW BUSINESS**

Ettenson reiterated his comments about the televising of meetings which would be on the Council June agenda.

**PUBLIC COMMENTS**

None

**BOARD COMMENTS**

Delaney responded to some comments made by Borgon. The issues of Beverly Hills are smaller than those being tackled in Birmingham but he would convey the information back to the Council.

McLain would be having a quick meeting with Borgon and White after this one.

There being no further business, the meeting was adjourned at 8:37AM.