

BIRMINGHAM AREA CABLE BOARD MEETING MINUTES – MAY 15, 2024

Gugni called the meeting of the Birmingham Area Cable Board to order at 7:45 AM. in the Village of Beverly Hills Municipal Building at 18500 W. Thirteen Mile Road.

Present: Deana Brown, David Eick, Jim Cleary– Birmingham  
Ray Kamoo, Gil Gugni, Shane Henry, Chris Dobies– Beverly Hills  
D.E. Hagaman – Bingham Farms  
Rick David – Franklin  
Also Present: Rota – BCTV  
White – BACB Executive Director  
Absent: Shand, Abraham – Birmingham

**APPROVE MEETING MINUTES FOR CABLE BOARD MEETING OF MARCH 20, 2024**

Gugni stated there had not been a meeting in January because there was not a quorum.

Motion by Eick, seconded by Kamoo to approve the minutes of the Cable Board meeting on March 20, 2024.

Motion passed unanimously (9-0).

**PUBLIC COMMENTS**

There were no comments from the public.

**MUNICIPAL SUPPORT SERVICES GRANT REQUEST – BEVERLY HILLS (PARKS AND RECREATION BOARD)**

Sara Bresnahan, member of the Parks and Recreation Board, requested a grant for the purchase and installation of audio/visual equipment at the Beverly Park and audio/speaker equipment at the pavilion. This equipment would be used during public events. The Board has received a proposal from MDIS in the amount of \$22,448.04. This vendor did all the equipment for Beverly Hills Public Safety.

Gugni noted that the Cable Board received a Memo from Kristin Rutkowski, Beverly Hills Village Clerk/Assistant Village Manager, regarding this request.

Motion by David, seconded by Hagaman to approve a Municipal Support Services Grant in the amount not to exceed \$22,448.04 to the Beverly Hills Parks and Recreation Board for the purchase and installation of audio/visual equipment at the Beverly Park and audio/speaker equipment at the Beverly Park Pavilion.

**Roll Call Vote**

Dobies Aye  
Hagaman Aye  
Cleary Aye  
Eick Aye  
Brown Aye

Henry      Aye  
Gugni      Aye  
David      Aye  
Kamoo      Aye

Motion Passed (9-0).

**MUNICIPAL SUPPORT SERVICES GRANT REQUEST – VILLAGE OF FRANKLIN  
(FRANKLIN COMMUNITY ASSOCIATION)**

Gugni amended the agenda by adding this item. There were no objections to this request.

Rick David referred to an April letter sent to the Cable Board by the Franklin Community Association requesting a Grant for \$8,800 to establish an Internet Access Point in the Village of Franklin which would be the FCA Gazebo. David summarized the FCA’s responsibilities and events not only to the Franklin residents but also to the neighboring communities. Providing such internet access in and around the park gazebo will enhance numerous activities which were included in the FCA letter to the Cable Board. It is proposed that the existing network infrastructure at the Kreger House be extended to the gazebo which would increase its coverage to the surrounding area.

Multiple vendors and electricians submitted bids and Black Rock Technologies has been retained. A copy of the proposal was attached to the FCA letter.

Gugni added that the FCA is self-funded and does not receive any money from the Village of Franklin.

Motion by Kamoo, seconded by Cleary to approve the Municipal Support Services Grant in the amount not to exceed \$8,800 to the Franklin Community Association to establish an Internet Access Point in the Village of Franklin.

**Roll Call Vote**

Hagaman      Aye  
Cleary      Aye  
Eick      Aye  
Brown      Aye  
Henry      Aye  
Gugni      Aye  
David      Aye  
Kamoo      Aye  
Dobies      Aye

Motion Passed (9-0).

**APPROVAL OF PERSONNEL COMMITTEE RECOMMENDATION FOR INCREASE IN EXECUTIVE DIRECTOR’S COMPENSATION**

David Eick, Personnel Committee Chair, referred to his memo regarding the Executive Director’s Annual Evaluation and Pay Increase Request. The evaluations in all categories were discussed by the Personnel Committee and were in the high marks which resulted in a very positive evaluation. The BACB Treasurer stated that there were suitable funds in the budget for a salary increase of \$2,035 (5.5%) in the Executive Director’s annual compensation for a total of \$39,025 per year.

Motion by Cleary, seconded by Hagaman to approve a \$2,035 or 5.5% increase in the annual compensation for the Executive Director.

**Roll Call Vote**

Cleary	Aye
Eick	Aye
Brown	Aye
Henry	Aye
Gugni	Aye
David	Aye
Kamoo	Aye
Dobies	Aye
Hagaman	Aye

Motion Passed (9-0).

**APPROVAL OF PROPOSED BUDGET AMENDMENT FOR FISCAL YEAR 2023-24**

Cathy White, Executive Director, reported an increase in the auditing expenses of the 2023-2024 Budget. She stated that Plante & Moran, PLLC had increased its auditing fees from the budgeted \$13,000 to \$14,300. This is due to an increase of service fees and an additional bill (\$1,300) for the fiduciary tasks Beverly Hills provides the Cable Board. White asked the Board to approve a Budget Amendment of \$14,300 for this line item.

Motion by David, seconded by Eick to approve the amended 2023-24 BACB Budget as recommended by the Executive Director.

**Roll Call Vote**

Eick	Aye
Brown	Aye
Henry	Aye
Gugni	Aye
David	Aye
Kamoo	Aye
Dobies	Aye

Hagaman Aye  
Cleary Aye

Motion Passed (9-0).

**FINANCIAL ANALYSIS BY BOARD TREASURER**

David prepared and submitted a 5-Year Financial Analysis of the Cable Board revenue of Franchise Fees and PEG Fees and expenditures for years (2019-2023). He anticipates a future decline in Franchise and PEG revenues. There was a conversation about future revenues and expenditures.

The Board complimented David on this document.

For next month’s meeting David will present a summary of all the communities. There were several suggestions as to what was important to communicate to the public when it involves the distribution of these monies and how those decisions were reached.

**APPROVAL OF PROPOSED BACB BUDGET FOR FISCAL YEAR 2024-25**

White referred to David’s “Multi Year Financial Analysis” report which compares the current budget and proposed budget ending June 2025 and justifies the anticipated reduced revenues in the Franchise Fees category and the PEG Operations. Worth noting is in PEG Operations, where BCTV has indicated that there might be a big expense for a production truck equipment upgrade in 2025. White pointed out that in some line items the totals have been reduced for 2025. Also, in the PEG Operations category, Program Expense for 2025 has been eliminated as those expenses are now included in the contract with BCTV.

David commented that some items, such as Administrative Grants, cannot be predicted.

Motion by Kamoo, seconded by Eick to accept the Budget for Fiscal Year 2024-2025 as outlined.

**Roll Call Vote**

Brown Aye  
Henry Aye  
Gugni Aye  
David Aye  
Kamoo Aye  
Dobies Aye  
Hagaman Aye  
Cleary Aye  
Eick Aye

Motion Passed (9-0).

**COMMITTEE REPORTS**

**Cable Action Committee**

In Abraham's absence, Gugni stated there had not been a meeting after last month's meeting and there was no need for a meeting today after this Board meeting.

**PEG Committee**

Kamoo stated there was a PEG Committee meeting after the March BACB meeting. Rota and Black were present at this meeting and had some comments about updating the technology with the truck and the production of the shows. In the future there might be some major expenses. There was a discussion about replacing vs. upgrading the cameras. There will not be a PEG meeting after this meeting.

**Personnel Committee**

Eick did not have anything to add to the Personnel Committee report.

**EXECUTIVE DIRECTOR'S REPORT**

White reported that the pending complaint from her last report has been resolved. She received two (2) new complaints which she listed in her report. One was from a Birmingham resident who had low hanging WOW cable lines on her property. Once WOW was notified by the escalation team representative this issue was resolved. This complaint is closed. The other complaint by a Birmingham resident was a billing dispute with Comcast. This complaint is pending.

Gugni stated that these matters are taken care of within a few days. White agreed and said that the BACB relationship with the escalation team representatives is very good.

**FINANCIAL**

White provided the details of the financial balances for the MBS, Michigan United Credit Union and Beverly Hills accounts as of April 30, 2024.

**CHECK DISBURSEMENT**

White wrote eleven (11) checks since the last meeting. She listed the large Administrative Grants to City of Birmingham and Village of Beverly Hills, as well as the two (2) payments to the Charter Township of Bloomfield for BCTV internet costs and quarterly contract fee.

**ADDITIONAL NOTES**

In Additional Notes, White included the 2025 meeting dates. Comcast has notified BCTV that the Enlace channel is no longer available. The programming agreement between Comcast and Diamond Sports Group has expired. Comcast will no longer carry their channels. According to David, Xfinity will pass the savings of this loss to customers in terms of monthly credits on subscribers' bills.

**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.

**BAPA/BAMA REPORT**

Substituting for Rota, White reported that between April 2024 through May 2024 the regularly scheduled BAMA municipal meetings were completed. Regarding the BAPA programs, 33 programs from the same period were taped.

BCTV has scheduled an Orientation for Tuesday, May 21, 2024, 10:00AM to 11:00AM at their studio for those who would like to produce their own show. Please call 248-433-7790. For Board members and/or residents, tours of the facility are available.

All 2024 Spring sports events have been completed. Upcoming events listed are Birmingham Hometown Parade on May 19 at 1:00 PM, Birmingham Memorial Day Parade on May 27 at 10:00 AM in Shain Park and Village of Beverly Hills Memorial Day Parade and Carnival on May 27 at 11:00 AM on Beverly Road.

Several members added that community members should be apprised of local meetings and/or events, especially those of great importance. What means can be used to get important information in the forefront so the public will take notice and encourage participation?

**OLD BUSINESS**

There was none.

**NEW BUSINESS**

There was none.

**PUBLIC COMMENTS**

There were none.

**BOARD COMMENTS**

There were none.

There being no further business, the meeting was adjourned at 8:44 AM.

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