

BIRMINGHAM AREA CABLE BOARD MEETING MINUTES – DECEMBER 16, 2020

Present: Abraham (Birmingham), Eick (Birmingham), Fenberg (Puerto Vallarta, Mexico), McLain (Birmingham), Shand (Birmingham) – Birmingham  
Burry (Beverly Hills), Gugni (Beverly Hills) - Beverly Hills  
Blackburn (Bingham Farms) – Bingham Farms  
Mydloski (Franklin) - Franklin

Absent: Henry – Beverly Hills

Also Present: White - BACB Executive Director (Lehigh Acres, Florida)  
Currier – Attorney for Cable Board  
Rota – Bloomfield Community Television  
Black - BCTV  
Brunk – IT Manager, City of Birmingham  
Tawa – Plante & Moran

McLain, called the meeting to order at 7:45 AM via Remote Zoom.us with closed captioning. Each member identified his/her present location, as indicated above.

**APPROVE MINUTES OF CABLE BOARD MEETING HELD November 18, 2020.**

Motion by Burry, seconded by Eick to approve the minutes of the Cable Board meeting on November 18, 2020, as presented.

**Roll Call Vote**

Fenberg	Aye
Abraham	Aye
Eick	Aye
Mydloski	Aye
Blackburn	Aye
Gugni	Aye
Shand	Aye
Burry	Aye
McLain	Aye

Motion Passed. (9-0).

**PUBLIC COMMENTS**

There were no public comments at this time.

**AUDIT PRESENTATION BY PLANTE & MORAN**

Spencer Tawa, CPA, presented the Audit Report of the Birmingham Area Cable Board and the financial statements for the year ended June 30, 2020, all of which were provided to each Board member. His presentation was condensed in a PowerPoint presentation, each slide of which was fully explained: Opinion letter, Financial Statements (General Fund Balance Sheet/Statement of Net Position, Statement of Changes in Fiduciary Net Position (Income Statement), Revenue Trend, Expenditure Trend), Communication with Those Charged with Governance – End of Audit Letter. (Tawa reported there were no deficiencies this year as the internal protocol control of wire transfers with the Credit Union which had been experienced last year had been resolved.) and Questions. (No Board member had a question).

Tawa pointed out that this year’s Audit was different in that the Audit was virtual. The usual procedure would have been to meet with White and those involved in the Beverly Hills office; however, this year everything was done remotely. He thanked everyone for their assistance.

McLain also thanked everyone, including Tawa for coordinating and for White’s and Fenberg’s assistance.

Motion by Fenberg, seconded by Shand to accept the Audit Report for the year ended June 30, 2020, as presented.

Roll Call Vote

Abraham Aye  
Eick Aye  
Mydloski Aye  
Blackburn Aye  
Gugni Aye  
Shand Aye  
Burry Aye  
McLain Aye  
Fenberg Aye

Motion Passed. (9-0).

**APPROVAL OF ADMINISTRATIVE GRANTS**

Motion by Fenberg, seconded by Gugni to make the following Administrative Grants: Birmingham - \$45,807.00; Village of Beverly Hills - \$30,596.00; Village of Franklin - \$10,958.00; Village of Bingham Farms - \$3,486.00.

The total - \$90,847.00.

Fenberg explained the Cable Board Policy and Processes for the awarding of such grants.

Roll Call Vote

Eick Aye  
Mydloski Aye  
Blackburn Aye  
Gugni Aye  
Shand Aye  
Burry Aye  
McLain Aye  
Fenberg Aye  
Abraham Aye

Motion Passed. (9-0).

**COMMITTEE REPORTS**

**Cable Action Committee**

Abraham reported there had been a Zoom meeting on Thursday, December 3. In attendance was Fenberg, McLain, Blackburn, White and himself. The Financial Report was discussed. The questions he had had were due to the timing of when the money was received, as explained by Tawa in his report. The next meeting will be Thursday, January 7, 2021.

**PEG Committee**

Mydloski stated the committee met immediately following the last Board meeting, November 18, 2020. It was attended by herself, Black, Rota, McLain, Henry, Eick, Abraham, Fenberg and White. Black indicated there would be a Program Development Committee meeting on January 6 at 5 PM. during which the subject of altering their typical program development process due to the pandemic would be discussed; an individual could immediately begin producing a program through Zoom once it had been approved. Once the pandemic has passed the process would resume back to the normal process.

Rota added that three (3) proposals had been received; one of which has declined to begin at this time due to the producer’s schedule. Rota detailed the other two (2). These individuals will be meeting with the staff on January 6.

Mydloski reminded everyone that PEG meetings are held on an as needed basis and would follow BACB meetings.

McLain inquired if there had been any updates to the policies and procedures? Rota stated that the new producers will be sent a packet with the policies and procedures and mentioned that the same information was available online through the Cable Board website and the Bloomfield Township website. If there were any questions, please call. Rota added that those who were interested in proposing a show and wanted to be considered at the January 6 meeting should do so no later than December 22, 2020. A submission after December 22, 2020 would be considered at another scheduled Program Development Committee meeting at a future date.

There was no PEG meeting scheduled after this one.

**EXECUTIVE DIRECTOR’S REPORT**

White referred to her monthly report dated December 10, 2020. There were two (2) complaints since her last report. The first (1<sup>st</sup>) was from a Franklin resident who lost his Comcast service for three (3) days due to a power outage from a windstorm. The Comcast escalation team arranged for a temporary generator to be installed until the power could be restored. This complaint is closed. The second (2<sup>nd</sup>) was from a resident in Beverly Hills who is a WOW customer; however, he found a Comcast charge on his credit card for \$1,153.56. The charge was removed but the customer wanted Comcast to investigate this matter so that the same thing did not happen to anyone else. This complaint is pending.

Commented [G1]:

**FINANCIAL**

Financial information for MBS, BBCU and Beverly Hills accounts as of November 30, 2020 were emailed to the Board Members, in addition to the BACB financial reports for November 2020.

White wrote six (6) checks since the last meeting: two (2) were to Bloomfield Township for October and November sports filming and some were for office expenses (phone bill, closed captioning for the Cable Board meeting and the last installment of liability insurance).

**ADDITIONAL NOTES**

BACB received a phone call and a very nice thank you note from a Franklin resident who we helped last month. The Village of Beverly Hills had not received any applications to fill Jim Delaney's term on the Cable Board. The deadline has been extended to December 28, 2020.

Starting January 1, 2021 Comcast would be increasing its prices for certain services and fees including Broadcast TV fee and the Regional Sports Network fee. The cost of an in-home service will increase from \$70.00 to \$100.00. Also, effective December 31, 2020, El Rey Network will cease operation.

FCC Chairman Pai will be leaving the FCC on Inauguration Day, 2021. Under President Biden there will be either be a Democratic majority or at least a tie in the make-up of the FCC.

On Monday she participated in a virtual NATOA webinar which presented a summary of what had happened in 2020 with respect to telecommunications and cable, as well as what to expect in 2021. Because there might be a tie in the FCC, the changes which local government would like to see regarding the rules on cable and small cells might not happen.

The NATOA Annual Conference is scheduled for September 21-23, 2021 and will be fully virtual again. It is hoped that not only would this reduce costs for transportation, hotel and food but it would also increase member participation. It was found that due to the virtual conference this year, one-third of the conference attendees were first-time/new participants.

McLain advised that because of the uncertainty of weather conditions and the possible interruptions of service, residents are encouraged to contact their providers first for a resolution. If need be, residents should contact the BACB.

Fenberg stated he had received a letter from Comcast regarding equipment upgrades and replacement of the system he has. He requested White to obtain more information for him. She will check into that in case other residents also get letters.

McLain formally welcomed Lisa Blackburn to the BACB. Answering Blackburn's question, McLain explained and detailed the procedure for residents when experiencing concerns and/or problems with their providers.

**PROVIDER RELATED TOPICS**

**a. Comcast**

There was no representative present and no new information received.

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

There was no representative present and no new information received.

**c. WOW**

There was no representative present and no new information received.

**BAPA/BAMA REPORT**

Steve Rota referred to his December 9, 2020 report and listed all the completed **BAMA** regularly scheduled municipal meetings: the BACB meeting, Parks and Rec Board meeting, Zoning Board meeting, Advisory Parking Committee meeting, the Multi-Modal Board meeting, Bingham Farms Council meeting and the Baldwin Public Library meeting. In addition, a Bingham Farms Special Council meeting was covered.

He thanked Eric Brunk and his Team for covering some of the Birmingham meetings because the BCTV staff has been unable to enter City Hall at this time.

For the **BAPA** Programs, the producers and organizations, 16 programs were taped through Zoom which require everyone to come into the studio and record on the computer. Starting in 2021, once a month, the Republican Women’s Club will be taping some lectures on Zoom which will be seen on the channel and the website.

**PRODUCER WORKSHOP**

Regarding the Producer Workshops, if someone is interested in doing one, a proposal needs to be submitted by December 22 for the January 6 Program Development meeting. Future meetings will be scheduled; however, those interested can also call the office, 248-433-7790, to schedule an appointment.

**STUDIO UPDATE**

For the safety of all during this pandemic, BCTV continues using Zoom for all studio productions. Once the “all clear” notice is posted to reopen the studio to do shows, he will advise everyone.

McLain expressed BACB’s appreciation for everything Rota has done during these unusual circumstances. Because of the upgrades in equipment, he has been able to do things that other support staff are not able to do.

**OLD BUSINESS**

White reminded everyone that usually the BACB meetings are on the 3<sup>rd</sup> Wednesday of the month; however, in April 2021 the meeting will be held on the 4<sup>th</sup> Wednesday of the month.

**NEW BUSINESS.**

Currier stated that Birmingham and Beverly Hills received notices from WOW about franchise renewal. He explained what the process involved. He was aware that Birmingham and Beverly Hills are in agreement; however, he wants to make sure Franklin and Bingham Farms consider it. His second note was about virtual meetings. December 31, 2020 is the end date based on this current status, unless extended. The Senate had already approved the extension to March 2021 and a House committee was now considering it. Birmingham has taken precautionary moves to declare its own State of Emergency so it could continue virtual meetings if the Extended Meeting Act is not approved before the end of the year. He will send emails to McLain and White if this changes.

**PUBLIC COMMENTS**

There were none.

**BOARD COMMENTS**

McLain thanked everyone for participating in this very busy year.

Abraham advised everyone that after the first of the year Comcast would not be providing the Norton Anti-Virus software. Comcast is moving to a modem-based virus protection for devices used in the home.

Mydloski wished everyone a Happy New Year, welcomed Blackburn to the Board and thanked White and Fenberg for their work on the Audit. She also mentioned Henry's question at the last PEG meeting concerning she being an employee of the Village of Franklin and was it a conflict of interest? At McLain's suggestion she spoke with the Village Administrator who stated it was not as it would not preclude her from doing her work for the Village or BACB. Following policies and procedures was especially important to her, so she thanked Henry for raising the question. McLain also thanked Currier for his insight on this matter.

White encouraged Mydloski to announce her new position in Franklin: Village Clerk. Mydloski expressed her admiration for Eileen Pulker, retiring after 21 years as Village Clerk. Congratulations came from everyone on the Board.

Happy Holidays, Everyone!

There being no further business, the meeting was adjourned at 8:39 AM.