

Orion Community Cable Communications Commission
Draft Minutes of August 11, 2022 Regular Meeting – To Be Approved at Next Regular Meeting
Orion Neighborhood Television Studio, 1349 Joslyn Road, Lake Orion

Members Present: Ralph Painter, Tom Watson, Joseph P. Belanger, Doug Hobbs,
Kim Urbanowski, Sarah Luchsinger

Members Absent: Sarah Paine, Penny Shults, Jim Zsenyuk

Also Present: Administrator Diane Griffiths via zoom

1. Call to Order

Meeting called to order at 7:06 pm.

2. Call to Public

None.

3. Approval of Agenda

Moved by S. Luchsinger, seconded by T. Watson to approve the agenda as presented. Motion carried.

4. Approval of Minutes – Regular Meeting of June 9, 2022

Moved by S. Luchsinger, seconded by J. Belanger to approve the minutes as submitted. Motion carried.

5. Commission Business

A. Outdated Village and Township Cable Ordinances

Attorney Michael Watza will let us know when he's able to proceed with this.

B. Roadside Sign Update

The bottom portion of the sign has been removed, so it should be completed soon.

C. Orion Township/OCCCC Building Agreement

K. Urbanowski will talk to Orion Township attorney Dan Kelly about this and will help facilitate a new document. D. Griffiths will forward a copy of the original agreement and the notes from the previous committee meeting to K. Urbanowski.

D. ONTV Garage Update

Moved by T. Watson, seconded by J. Belanger to receive and file the information. Motion carried.

E. Administrator

S. Luchsinger interviewed D. Griffiths and now has a good idea of the Administrator's job and duties. She will finish her slide presentation for D. Griffiths to review before sharing it with committee members.

R. Painter suggested placing announcements in the Orion Review and on Facebook.

K. Urbanowski suggested indeed.com. The committee will meet next Monday at 1:00 pm at the studio to work on a job description.

6. ONTV Board Report

A. July 20, 2022 Synopsis

B. May 11, 2022 Minutes

C. Annual Report

Moved by T. Watson, seconded by J. Belanger to receive and file. Motion carried.

7. Treasurer's Report

A. Payment of Bills

Moved by T. Watson, seconded by K. Urbanowski to approve payment of the bills paid between meetings in the amount of \$23,704.90 and the bills presented for payment at the meeting in the amount of \$7,658.64 for a total amount of \$31,363.54. Motion carried.

Moved by K. Urbanowski, seconded by R. Painter to amend the budget by combining the Capital Expenditures and the Capital Improvement budget items, move funds from the Asset Replacement category to this combined category, and also add \$20,000 from Unb. Contingency, giving the combined category a total of \$55,000. Motion carried.

8. Cable Providers' Reports

A. Comcast

1. Second Quarter Franchise/PEG Fee Reports, Village and Township

B. AT&T

1. Second Quarter Franchise/PEG Fee Report, Village

Moved by K. Urbanowski, seconded by T. Watson to receive and file. Motion carried.

9. Administrator's Report

A. Subscribers Concerns Log

B. NATOA Webinar Report

Moved by S. Luchsinger, seconded by K. Urbanowski to receive and file. Motion carried.

10. Conferences and Conference Reports

A. Alliance for Community Media Conference Report – R. Painter

B. NATOA, Denver, August 30 – September 2, 2022

Moved by S. Luchsinger, seconded by K. Urbanowski to receive and file. Motion carried.

11. Communications Received

None.

12. Commissioner Comments

T. Watson announced the Stuff the Bus event at the Brown Road Meijer on Saturday, August 13 and Saturday, August 20 from 10 – 2. This is to collect school supplies.

He also let members know that, with Ian Locke's permission, he created an online store for ONTV swag: hats, shirts, etc. The address is squadlocker.com, then go to [orion_ontv](https://squadlocker.com/orion_ontv) (with

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logo). This is a way to make items available to volunteers without having to keep a supply on hand.

J. Belanger is looking forward to attending the NATOA conference and next Monday's committee meeting.

K. Urbanowski produced an election program with her daughter.

D. Hobbs thanked D. Griffiths for being at the meeting via zoom.

R. Painter thinks the new administrator will be a big help to the Commission.

13. Adjournment

Moved by J. Belanger, seconded by S. Luchsinger to adjourn. Motion carried. Meeting adjourned at 9:00 pm.

Respectfully submitted,

Doug Hobbs, Secretary

Diane Griffiths, Administrator