

Orion Community Cable Communications Commission
Minutes of October 13, 2022 Regular Meeting
Orion Neighborhood Television Studio, 1349 Joslyn Road, Lake Orion
DRAFT MINUTES – TO BE APPROVED AT THE NEXT REGULAR MEETING

Members Present: Ralph Painter, Tom Watson, Doug Hobbs, Joseph P. Belanger (at Agenda Item 5A),
Kim Urbanowski, Sarah Luchsinger, Sarah Paine

Members Absent: Penny Shults, Jim Zsenyuk

Also Present: ONTV Executive Director Ian Locke, OCCCC Administrator Diane Griffiths

1. Call to Order

Meeting called to order at 7:00 pm by Chair R. Painter.

2. Call to Public

None

3. Approval of Agenda

Moved by D. Hobbs, seconded by K. Urbanowski to approve the agenda as presented. Motion carried.

4. Approval of Minutes – Regular Meeting of August 11, 2022

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

5. Commission Business

A. Outdated Village and Township Cable Ordinances

Attorney Mike Watza is looking over the ordinances and will let us know how to proceed.

B. Roadside Sign Update

The sign has been replaced. It's not exactly what the commission had approved, but it's close enough.

C. Orion Township/OCCCC Building Agreement

K. Urbanowski will talk to Township Attorney Dan Kelly.

D. ONTV Garage Update

I. Locke reported that the process is under way, but he doesn't have numbers yet. He is planning for a detached garage with a connection to the main building. There will be no loft, it would be too expensive. The building will be one story with two bays. He is not sure who will have the second bay.

E. Studio Remodel – Discussion

I. Locke reported that, pre-pandemic, and before OCCCC owned all the equipment, was the last time this was talked about, and a budget of \$35,000 was set. He would like to have practical physical sets with five or six different looks that will boost the level of production quality. He might be able to use local carpenters.

F. Administrator Search

Ralph read his report of the selection process – attached.

Moved by K. Urbanowski, seconded by S. Luchsinger to offer the position of Administrator to Barbara Taylor as an independent contractor with no benefits, at \$30 an hour. Motion carried.

6. ONTV Board Report

A. September 14, 2022 Synopsis

B. July 20, 2022 Minutes

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

7. Treasurer's Report

A. Payment of Bills

Treasurer J. Belanger noted that budget changes made at the last meeting were not made. D. Griffiths will make the changes before the next meeting.

Moved by K. Urbanowski, seconded by S. Luchsinger, on the suggestion of J. Belanger, to further amend the budget by moving an additional \$40,000 from Unb. Contingency to Capital Improvement, leaving \$140,000 in Unb. Contingency.
Motion carried.

Moved by T. Watson, seconded by S. Luchsinger to approve payment of the bills paid between meetings in the amount of \$29,684.18 and the bills presented for payment at the meeting in the amount of \$103,462.85, for a total of \$133,147.03. Motion carried.

B. 2021 Financial Audit

Moved by K. Urbanowski, seconded by S. Paine to receive and file and forward to the Village of Lake Orion and Orion Township. Motion carried.

C. 2023 Proposed Budget

J. Belanger noted that the budget will need to be amended by adding \$150,000 – 200,000 to fund the garage. He asked members to email him with any questions they might have on the budget.

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

8. Cable Providers' Report

A. Comcast

1. August 2, 2022 Letter re: Changes to Xfinity TV Services

B. AT&T

1. Second Quarter Franchise/PEG Fee Report – Township

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

9. Administrator's Report

A. Subscriber Concerns Log

There were no concerns received for this time frame.

10. Conferences and Conference Reports

A. ACM Central States, November 3-4, 2022, Fort Wayne, Indiana

B. ACM National, June 27 – 29, 2023, Brooklyn, New York

C. NATOA National, October 2 – 5, 2023, Long Beach, California

J. Belanger provided members with copies of his NATOA conference report. There was talk at the conference about getting enough people together in Michigan to audit Comcast.

Moved by J. Belanger, seconded by K. Urbanowski to receive and file the report. Motion carried.

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11. Communications Received

None.

12. Commissioner Comments

S. Luchsinger apologized to the committees she was on for not being able to help as much as she would have liked, she was very sick for about three weeks.

K. Urbanowski was really happy about the ribbon cutting for the new control room at the Township Hall and hopes D. Griffiths isn't too mad about being chosen to receive the Citizen of the Month award.

J. Belanger thanked everybody for letting him go to the conference and noted that T. Watson, as the new ONTV Board President, will need to evaluate the Executive Director.

S. Paine thought it was nice of Chris Barnett to recognize D. Griffiths.

T. Watson reminded Commission members of the website to purchase ONTV items: squadlocker.com Go to Find Your Store and search for Orion ONTV. There are several apparel items for purchase at reasonable prices.

R. Painter thanked everybody for helping select the Administrator candidates.

13. Adjournment

Moved by J. Belanger, seconded by S. Luchsinger to adjourn the meeting. Motion carried. Meeting adjourned at 8:55 pm.

Respectfully submitted,

Doug Hobbs, Secretary

Diane Griffiths, Administrator