

Orion Community Cable Communications Commission
Regular Meeting Minutes
7:00 PM, Thursday, June 6, 2024
Orion Neighborhood Television Studio

Members Present: Ralph Painter, Joseph P. Belanger, Penny Shults, Kim Urbanowski, Carl Cyrowski

Sarah Paine,

Members Absent: Nancy Moshier, Tom Watson, Jim Zsenyuk

Also Present: Barbara Taylor, Administrator, Ian Locke, Executive Director, ONTV

1. Call to Order - by Chair, Ralph Painter at 7:02 pm.

2. Call to Public – None

3. Approval of Agenda – Moved by P. Shults, seconded by C. Cyrowski to approve the agenda as corrected. Motion carried.

4. Approval of Minutes Regular Meeting of April 24, 2024 - Moved by P. Shults, seconded by C. Cyrowski to approve the minutes as corrected. Motion carried.

5. Commission Business

A. Management Agreement (preliminary work in progress) – Orion Center – Ian reviewed the highlights of meeting with Dan Kelly & C. Barnett regarding the sale of the Orion Center. Utility split will remain the same along with building maintenance at this moment in time. Discussion of generator age and importance. Discussion of hiring attorney to review purchase agreement & management agreement as needed.

Moved by P. Shults, seconded by C. Cyrowski to receive & file letter dated June 3, 2024 from the Kelly Firm regarding potential sale of the Orion Center. Motion carried.

Moved by P. Shults, seconded by C. Cyrowski that the Commission's expectation is Orion Township will negotiate and comply with the terms of the current management agreement and addendums. (Expectation is that the relationship with ONTV & Township & the purchaser Lake Orion Schools will ensure that current management agreement is protected & honored and any and all new addendums.) Motion carried.

Moved by J. Belanger and seconded by C. Cyrowski – in the event that the OCCCC needs to hire an attorney to review the management agreement there will be a budget limit of \$10,000. Motion carried.

In the spirit of compliance with the Americans with Disabilities Act, individuals with a disability should feel free to contact the Commission Administrator, 248-393-0147, at least seventy-two hours in advance of the meeting, if requesting accommodations.

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B. Ralph Painter, Tom Watson appointed by Orion Township to Commission for 2-year term beginning July 1, 2024.

6. ONTV Board Reports – Moved by P. Shults and seconded by J. Belanger to receive and file ONTV reports. Motion carried.

A. May 8, 2024 Synopsis

B. March 13, 2024 Minutes

C. 2023 Annual Report – I Locke reviewed this report with the Commission

7. Treasurer’s Report

A. Moved by P. Shults and seconded by C. Cyrowski to move and assign expenses to correct account on annual budget and add money from the approved contingency for ONTV Garage to 2024 Budget Documents. Motion carried.

B. Payment of Bills/Budget/Balance – Moved by P. Shults, seconded by C. Cyrowski to approve and receive and file budget reports. Motion carried. Moved by S Paine and seconded by K. Urbanowski to approve the bills paid between meetings in the amount of \$120,865.36. Motion carried

8. Cable Providers’ Reports

A. Comcast Letter – May 1, 2024 – Program changes moved by P. Shults and seconded by K. Urbanowski to receive & file. Motion carried.

9. Administrator’s Report

A. Subscriber Concerns Log – None

B. Comcast rep scheduled to attend October 10, 2024 meeting

C. Cell Phone for ONTV for secondary verifications on all accounts – software, social media, financial, etc. Moved by K. Urbanowski and seconded by C. Cyrowski to authorize two phones one for ONTV and one for OCCC. Budget not to exceed \$100 per month per line. Motion carried.

D. I Locke presented Lansing Legislative update.

10. Conferences and Conference Reports

A. ACM – National, June 25 - 27, San Jose, CA – J. Belanger attending.

B. NATOA National, August 25 – 28, Charleston SC – R. Painter attending

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11. Commissioner Comments

Sarah – good meeting - Carl– shared that it was a great meeting he learned a lot – Kim good meeting – Pat – good meeting – Penny – looking forward to reviewing the PA for the sale of Orion Center determine that the interest of OCCCC is secure – Ralph - went to township meeting and it was a great meeting, still working on the mental health program – so that we can broadcast to help the community

12. Adjournment – K. Urbanowski moved to adjourn, seconded by C. Cyrowski.
Motion Carried at 9:01 pm.

Submitted by:

N. Moshier, Secretary
B. Taylor, Administrator

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