

Present: Heldt, Kelly, Lurie, McLain, Thorsby - Birmingham
Heyman, McFadden, Pfeifer, Verdi-Hus – Beverly Hills
Bingham Farms – Ettenson
Stakhiv – Franklin

Absent: Armitage - Birmingham

Also Present: Borgon – Executive Director
Currier - Attorney for Cable Board
Rota - Bloomfield Community Television representative
Dr. Hoffman - Birmingham Schools representative
Valentine - Birmingham staff representative
Burry – Beverly Hills Council Liaison

Chairperson McLain called the meeting to order at 7:45 a.m. in the Village of Beverly Hills municipal building at 18500 W. Thirteen Mile Road.

APPROVE MINUTES OF CABLE BOARD MEETING HELD AUGUST 15, 2012

Motion by Heldt, second by Lurie that the minutes of a regular Cable Board meeting held on August 15, 2012 be approved as submitted.

Motion passed.

PUBLIC COMMENTS

McLain read a statement from member Lew Eads, whose position as the Village of Franklin's representative to the Birmingham Area Cable Board has expired. He has enjoyed serving on the Board and getting to know the volunteers from other communities.

McLain acknowledged Tim Currier for being named the Distinguished Attorney of the Year Award from the Michigan Association of Municipal Attorneys.

TREASURERS REPORT

McFadden stated that the Board has business to transact this month regarding authorization to accept and disperse funds of the Board. He presented three Non-Corporate Resolutions for consideration by the Board.

Motion by Ettenson, second by Heldt, to adopt a Non-Corporate Resolution to authorize Cable Board members Elaine McLain, Kenneth McFadden, and Alan Heyman on behalf of the Birmingham Area Cable Board to establish and maintain one or more accounts with Multi-Bank Securities, Inc. and Pershing LLC, its successors or assigns, and for the purpose of purchasing, investing in, or otherwise acquiring, selling, possessing, transferring, exchanging, pledging, or otherwise disposing of or realizing upon, and generally dealing in and with cash transactions and securities.

Roll Call Vote:

Motion passed (10 yes – 0 no – 1 abstention (Stakhiv)).

Motion by McFadden, second by Heldt, to adopt the following resolution.

**Non-Corporate Resolution
Birmingham Area Cable Board**

Resolved-

That the Birmingham Area Cable Board exists subject to an InterLocal Agreement between the City of Birmingham and the Villages of Beverly Hills, Bingham Farms and Franklin

In order to conduct board business, it is necessary to establish and retain a relationship with financial institutions who hold deposits and disburse funds at the direction of the board

That one of the financial institutions currently authorized by a non-corporate resolution is the Birmingham Bloomfield Credit Union

That the by-laws of the Birmingham Area Cable Board authorized the Treasurer to designate individuals who are authorized to transact financial business on behalf of the board

Therefore, it is resolved that the following officers of the board are empowered to transact business on behalf of the Birmingham Area Cable Board with Birmingham Bloomfield Credit Union to include, but not limited to, deposits, transfers, check issuance, and withdrawals:

- a) Elaine McLain, Chair
- b) Ken McFadden, Vice Chair
- c) Alan Heyman, Secretary

Approved by a majority of a legal quorum at the September, 2012 monthly Board meeting this 19th Day of September, 2012.

Roll Call Vote:

Motion passed (11 – 0).

Motion by McFadden, second by Heldt, to adopt the following resolution.

**Non-Corporate Resolution
Birmingham Area Cable Board**

Resolved-

That the Birmingham Area Cable Board exists subject to an InterLocal Agreement between the City of Birmingham and the Villages of Beverly Hills, Bingham Farms and Franklin

That as part of board operations, expenses are incurred which have been included in the board's annual budget and approved by a majority vote of the board members

That certain of those expenses may, from time to time, require advance payment

That some of those expenses are best paid with a credit card rather than either a check, a debit card, or via payment from a board member or board employee which is duly reimbursed from Board funds

That to facilitate such transactions the board shall obtain a corporate credit card from one of its financial institutions, a suitable such institution being the Birmingham Bloomfield Credit Union

And that the following officers of the board are empowered to authorize designated purchases with a corporate credit card:

- d) Elaine McLain, Chair
- e) Ken McFadden, Vice Chair
- f) Alan Heyman, Secretary

Approved by a majority of a legal quorum at the September, 2012 monthly Board meeting this 19th Day of September, 2012.

Roll Call Vote:
Motion passed (11 – 0).

McFadden related that the Cable Board audit has been completed. Auditors from Plante Moran will present the general audit report at the November meeting.

GRANT REQUEST – FRANKLIN

The Cable Board is in receipt of a letter dated August 15, 2012 from Amy Sullivan, Franklin Village Administrator, requesting a \$3,000 grant in the current fiscal year to cover anticipated costs for the Franklin website. In her correspondence, Sullivan documented the expenses covered by the \$7,000 grant received from the Board in 2011 to launch a new Franklin website. Franklin will be returning \$2,717 of a second grant in the amount of \$3,000.

McLain read the list of projected expenses for 2012-2013 totaling \$3,000.

Motion by Lurie, second by Heldt, to approve the grant request from the Village of Franklin for 2012-2013 in the amount of \$3,000 based on anticipated costs for the Franklin website.

Board members discussed the grant request. Ettenson asked whether the “add on” request for website expenses was consistent with the Board’s grant policy. Pfeifer responded that the Board may want to consider developing a budget line item that includes municipal support services as opposed to grants. It was agreed that there is a need for further discussion on the recurring aspect of grants versus budgeting. There were inquiries on a couple of the expenses listed for the 2012-13 grant request from Franklin and uncertainty as to whether they are items that the Cable Board should be providing.

Motion by Heldt, second by Ettenson, to table the grant request from the Village of Franklin for 2012-2013 website expenses.

Roll Call Vote:

Motion passed (10 yes; 0 no; 1 abstention (Stakhiv)).

GRANT REQUEST – BEVERLY HILLS

Council liaison Greg Burry stated that the Village of Beverly Hills is requesting a grant to replace the current white dry erase board and pull-down screen in the council chamber. Bob Ziechner with AVI Systems completed a site survey and needs analysis of the council meeting room relative to the installation of a wireless projector. AVI recommended a 65-inch Panasonic Interactive Plasma Display. Village Boards and Committees as well as the Cable Board could utilize this system to display meeting agendas and presentations helpful for communication purposes.

Bob Ziechner from AVI was present to talk about the state-of-the-art system that would provide the functionality required to utilize wireless systems while offering interactivity with high image quality. Data on a PC screen can be sent to the plasma display by wireless transmission. The plasma display offers the ability to write directly on the screen with an electronic pen.

Beverly Hills is requesting Board consideration of a grant in the amount of \$8,876.00 to cover the costs associated with purchasing a Panasonic Interactive Plasma Display for the council chamber.

Bob Ziechner from AVI Systems addressed the components of the product and service proposal; his analysis of the council chamber with respect to installing a wireless projector; the operation of the proposed plasma display; discounted cost; concerns about it being a new product; plans for a demonstration of the product; AVI System support plan; and the warranty period.

There followed discussion by Board members. Thorsby questioned the purchase of a highly technical system and suggested investigating a product that is less complicated to operate. McFadden remarked that the consultant from AVI has analyzed the options available for the council chamber. Heldt concurred that it is not the charge of the Cable Board to determine the type of equipment needed for the meeting room. The determination should be whether the grant request meets the criteria of the grant policy and whether the Board can afford it. Further inquiries were addressed by Ziechner and Steve Rota from BCTV.

Motion by McFadden, second by Heldt, to approve the grant request from the Village of Beverly Hills in the amount of \$8,876.00 to purchase a Panasonic Interactive Plasma Display 65-inch from AVI Systems, Inc. of Farmington Hills to be installed in the Beverly Hills Council Chamber for use during public meetings.

Roll Call Vote:

Stakhiv	– no
Ettenson	– no
Heldt	– yes
Kelly	– no
Lurie	– no
McLain	– yes
Thorsby	– no
Heyman	– no
McFadden	– yes
Pfeifer	– yes
Verdi-Hus	– yes

Motion failed (5 – 6).

COMMITTEE REPORTS

Cable Action Committee

Verdi-Hus updated the Board on the Cable Board website redesign. The subcommittee met with a representative from MuniWeb last week to review the first page; several modifications were suggested. MuniWeb will get back to the subcommittee with the final product in about six weeks. Lurie added that McLain has been reviewing all of the website content. Members were encouraged to look at the content and email their input to the subcommittee.

McFadden reported that, at the last meeting, Mr. Thorsby proposed that the Board incorporate recurring municipal grants into a line item in the annual budget. Based upon discussion that has taken place at today's meeting, this is something that bears more consideration. This will be determined during the next budget deliberations.

PEG Committee

Heldt reported that Birmingham Public Schools have requested four athletic broadcasts: Girls Volleyball on September 6, 2012; Soccer on October 2, 2012; Girls Swimming on October 11, 2012; Football on October 19, 2012.

Motion by Heldt, second by Lurie, that the Birmingham Area Cable Board approve the expenditure of \$10,000 to broadcast four Birmingham Public School athletic events.

Roll Call Vote:

Motion passed (10 – 0; McFadden abstained).

Personnel Committee

McLain stated that the Personnel Committee met yesterday, September 18, and discussed the updated job description for the Executive Director position.

Motion by Heldt, second by Ettenson, to renew the Executive Director contract with Bob Borgon for one month.

Motion passed (11 – 0).

The next Personnel Committee meeting was scheduled for Tuesday, October 9 at 5:00 at the Beverly Hills municipal building.

Grant Policy Committee

Pfeifer reported that the Committee has received a response from all the entities that have been issued grants in the past year. Pfeifer suggested that the Board work towards distinguishing between a grant request and support services going forward.

Dr. Hoffman expressed appreciation to the Board for the grant to Birmingham Schools for student iPad authoring systems.

EXECUTIVE DIRECTOR'S REPORT

Borgon welcomed new member Mira Stakhiv representing Franklin to the Cable Board. He reported that there were six official complaints this month. Borgon provided financial reports in the Board packets.

Motion by Thorsby, second by Heldt, that the Cable Board authorize the expenditure of \$35 per domain name per year to MuniWeb to renew its two domain names for two years.

Roll Call Vote:
Motion passed (11 – 0).

Borgon acknowledged Board Attorney Tim Currier and related that he was proud of his accomplishments.

PROVIDER RELATED TOPICS

Comcast

The Comcast representative was not present. McLain outlined customer complaints received by Comcast subscribers.

AT&T

The AT&T representative was not in attendance. McLain outlined customer complaints received by AT&T subscribers.

WOW

The representative from WOW was not present at today's meeting.

BAMA/BAPA REPORT

Steve Rota highlighted programming outlined in the written report from Bloomfield Community Television on programming taped for Municipal Channel 15 (BAMA), PA Channel 18 (BAPA), and programming from BACB area organizations during the last month (information included in BCTV monthly report for August 16, 2012 – September 19, 2012).

The next camera workshop is scheduled for Thursday, October 25 from 10:00 am until noon and 6:30 – 8:30 pm.

Rota explained reasons for requesting funds to replace two encoders.

Motion by Pfeifer, second by McFadden, that the Cable Board approve the purchase two new encoders for AT&T BAPA AND BAMA Channels with touch-screen interface from PowerStream in an amount not to exceed \$10,000.

Roll Call Vote:
Motion passed (11 – 0).

Pfeifer thanked BCTV for broadcasting the August 23 meeting of the Joint Senior Services Committee and for producing a promo for BASCC (Birmingham Area Senior Coordinating Council).

OLD BUSINESS

None

NEW BUSINESS

None

PUBLIC COMMENTS

None

BOARD COMMENTS

Stakhiv commented that she was pleased to be appointed to the Cable Board and will do her best to contribute as much as possible.

Burry thanked BCTV for videotaping the August Joint Senior Services Committee meeting. He encouraged people to watch the program.

The meeting was adjourned at 9:24 a.m.