

Waterford Cable Commission
AGENDA
6:30 pm, Tuesday, June 19, 2018
Town Hall, 3rd Floor Conference Room

1. Approval of agenda
2. Approval of minutes
3. Correspondence and bills
4. Signal quality
5. Subscriber complaints
6. Report from Media Network
7. Report from Cable Coordinator
8. Comments
9. Adjourn



Waterford Township Cable Commission

Minutes of the Tuesday, May 15, 2018, Meeting

Members Present: Al Pavlish, Kathy Hepler, Ken Fuerst, Laura Petrusha, Steven Thomas, Howard Heitzeg, Gary Allison (Cable Coordinator)

Absent: Bob Piggott

Guests: Josh Bowren, Dave Braden, Ethan Herne, Dave Weyhing

The meeting was called to order by Chairperson Laura Petrusha at 6:34 p.m.

Roll Call.

Agenda - The motion to approve the agenda for May 15, 2018 was made by Howard Heitzeg and supported by Ken Fuerst. Approved unanimously.

Minutes - The motion to approve the minutes from April 17, 2018 was made by Steve Thomas and supported by Kathy Hepler. Approved unanimously.

Correspondence and Bills – Comcast channel changes.

Signal Quality – No reported problems. Dave Braden reported on an internet problem he was having with Comcast. Mr. Braden was informed that, though the Cable Commission has no authoritative jurisdiction over broadband/internet issues, the Cable Department will do what it can to assist him.

Subscriber Complaints – Two outstanding complaints with Comcast.

Media Network Report – Josh Bowren reviewed the Media Network report. Following discussion, report was filed.

Cable Coordinator's Report – Gary Allison reviewed the Cable Coordinator Report. Following discussion, report was filed.

Vote on school grant approval – Two grants were submitted for approval. Al Pavlish motioned for approval. Steve Thomas supported. Approved unanimously via roll call vote:

Howard Heitzeg – Yes

Kathy Hepler – Yes

Ken Fuerst – Yes

Steven Thomas – Yes

Al Pavlish – Yes

Laura Petruscha – Yes

Bob Piggott - absent

Adjournment – The motion to adjourn was made by Howard Heitzeg and supported by Kathy Hepler. The motion was unanimously approved, and the meeting adjourned at 7:34 p.m.

Respectfully submitted,

Gary Allison, Cable Coordinator

Media Network of Waterford

Organization Monthly Report – June 2018

No issues with Comcast, ATT, Radio and Internet. Leightronix is now dropping shows. Scheduling is reverting back to old schedules. Leightronix also has a problem with saying hard drive says it's full, but it's not.

Our Live Radio Broadcast is running 100%. We are now looking to move the radio files to our bulletin board for more exposure. We also continue to look for software that will allow us to schedule LIVE timed playback of programming. Much like the TV playback system.

Our 990 return was submitted before the May 15th 2018 deadline. Due to our gross receipts exceeding \$200,000 for the 2017 calendar year, we had to file a long form 990. A good problem to have.

Staff member Whitney will be working this summer to revamp our current program guide. She will be looking in to organizing the shows in to a better audience viewable format.

Staff will be working with Wayne State's C2 pipeline after school program. Once a week for one hour during the 2019 school year students will come down to Media Network to study various technical mass media projects. This is an after school program that has been already established which Media Network will now become a part of. Wayne State University will reimburse Media Network for staff hours and other materials during the school year.

Media Network's "Kids' TV, Radio and Video Camp" will be held July 17-20, 2018. We have restructured the camp so that the content is new and even more fun for the campers. It is geared towards 10-16 year olds. We already have had overwhelming interest in this event. We know have 14 students signed up so far. Our limit is 21 students.

The Waterford Coalition and Media Network was awarded the \$6,000 grant for Project Spotlight 2018. The project will be a documentary produced by students, "What you didn't know" highlighting apps, games and other activities students are in to that parents may have no clue about. The documentary will come in 7 parts and be released and individual segments or a full show depending on the audience.

Jill Jack a, well-known local singer, to this area is producing a on the road music show.

Media Network of Waterford is starting to produce a paranormal show. A ghost hunter's type show. This is was derived from an idea with volunteer Sandy Kay. So far this program has already generated a huge interest.

Staff discussed and is creating an informational magazine for Media Network to pass out to the community. This will be provided to the community via print and electronic form.

Senior center is still building out their studio. Media Network is still working with the SAY group to build out a satellite TV studio location. Space has changed and Media Network is offering suggestions. We are looking in to scaling back the idea of a full blown studio and possibly encouraging them to produce more EFP style shows.

Media Network of Waterford covered the Memorial Day Parade. The show run time is 2 hours, which is actually our longest parade to date. Show includes interviews before the parade and the ceremony at the cemetery after the parade.

Media Network covered the Waterford Little League with celebrity host Andy Dirks former Detroit Tigers baseball player. Vice Chair Jeff Decker also hosted the game with Andy.

Jim Powers is now producing a TV show along with his radio endeavors.

Tim Raymond a Waterford Resident with a rare neck tumor teamed up with Media Network to produce a short clip of him performing the Star Spangled Banner. His dying wish is to play the anthem one time at a Detroit Tigers game. 7 Action News picked up on his story and aired Media Network's footage during the news segment. Tigers have responded and are trying to work him in to their very busy schedule.

Diana attended an IT safe class regarding our office data and successfully keeping it safe from hackers.

We are purchasing another 8 TB hard drive to support our redundancy backup policy.

We are purchasing a new hard drive for replay in mobile truck

We have purchase more XLRs cables for staff and volunteers to use.

We are purchase more blank microphone flags for staff and volunteers to use.

Township of Waterford

Cable Coordinator Report June 2018

Submitted by Gary Allison

- Waterford Business Recognition Breakfast
 - Produced the business recognition breakfast for the township.
- Lake Association Meeting
 - Produced the lake association meeting and panel.
- Poetry Leaves
 - Produced videos feature school children reading their poems submitted to this year's Poetry Leaves program via the Waterford Township Library.
- Met with the IT Department to discuss new phone system for the Cable Department.
- SB 1050 of 2018
 - Highways; other; use of highway by public utilities; expand to include broadband companies. Amends title & secs. 13 & 14 of 1925 PA 368 (MCL 247.183 & 247.184). Last Action: 6/6/2018 REFERRED TO COMMITTEE ON ENERGY AND TECHNOLOGY
 - 23 CFR **645.105**: *Utility* - a privately, publicly, or cooperatively owned line, facility or system for producing, transmitting, or distributing communications, cable television, power, electricity, light, heat, gas, oil, crude products, water, steam, waste, storm water not connected with highway drainage, or any other similar commodity, including any fire or police signal system or street lighting system, which directly or indirectly serves the public. The term utility shall also mean the utility company inclusive of any wholly owned or controlled subsidiary.
 - The above is purely informational; however, the read regarding the intent of the Right of Way bill suggests it may actually reinforce/clarify the presumed requirement that BB installers/providers seek local consent prior to installation.
- Exploring updating the PA system in the auditorium.
 - The Cable Coordinator has reached out to Advanced Lighting & Sound to begin preliminary due diligence regarding the existing PA system and what our options are with updating or replacing.

Productions

Inside Waterford

Business Recognition Breakfast

Poetry Leaves

Lake Association Meeting