



CHARTER TOWNSHIP OF MERIDIAN
COMMUNICATIONS COMMISSION REGULAR MEETING MINUTES
5151 Marsh Road, Okemos, MI 48864
Administrative Conference Room
WEDNESDAY, AUGUST 15, 2018 6:00 PM

PRESENT: Chair, Walter Benenson; Vice Chair, Tunga Kiyak; Commissioner, Leslie Charles
ABSENT: Commissioner, Kevin Thatcher; Commissioner Andrew Lathrop; Alternate
Commissioner, Eric Langdon; Alternate Commissioner, Patrick Crowley
STAFF: Brandie Yates, Executive Producer - HOMTV
TOWNSHIP: Trustee, Kathy Sundland
COMCAST: John Gardner, Regional Director of External Affairs

1. CALL MEETING TO ORDER

Chair Benenson called the meeting to order at **6:00 pm**.

2. PUBLIC REMARKS

4. APPROVAL OF AGENDA

Chair Benenson moved **TO APPROVE THE AGENDA AS SUBMITTED.**

VOICE VOTE: Motion carried unanimously.

5. APPROVAL OF MINUTES

Vice Chair Kiyak moved **TO APPROVE THE MINUTES FOR WEDNESDAY, JUNE 6, 2018 REGULAR MEETING.** Seconded by Commissioner Charles.

VOICE VOTE: Motion carried unanimously.

6. COMMUNICATIONS DIRECTOR REPORT

Provided an update on the department goals approved by the Township Board and 2019 Budget adjustments based on new revenue stream projections for 2019. Information was provided showing the original Equipment Budget that was approved by the Commission and the adjustments that were made.

7B. TOWNSHIP BOARD LIAISON'S REPORT

Discussed the Redevelopment Ready Communities project being worked on which will open up the opportunity for grants. Also discussed relocation plans for the Farmers' Market to the area near Studio C!, which will allow for additional parking and vendors, as well as the Township Citizen's Survey, which is being discussed and is in progress and the issue of Medical Marijuana being treated as recreational.

10B. OPEN HOUSE INVITE

A reminder to the Commission about the HOMTV Studio Open House and the launch of the sponsorship packet. All commissioners, businesses, organizations and individuals that have worked with HOMTV are invited to attend. The packet is being developed to include information about HOMTV, the sponsorship levels, a production services rate card and program

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guide. It was listed in the Prime Meridian Magazine. A request was made by Comcast's Regional Director of External Affairs to see the HOMTV Sponsorship Packet prior to it being launched because one of the stipulations for any kind of Public, Educational and Government Access channel is that it be noncommercial. It was discussed that the Sponsorship Opportunities packet needs to adhere to the Uniform Franchise Agreement.

10C. ALUMNI TAILGATE – SAVE THE DATE

This will be the launch of the Alumni Giving Program. Alumni are invited to stop by the tailgate, which will be at the Homecoming Game for MSU. Alumni will be invited by email, Facebook messaging, as well as phone calls.

11B. PROGRAMMING - HOMTV NATIONALLY RECOGNIZED

Commissioner Charles moved **TO APPROVE THE COMMISSION DRAFTING A CONGRATULATORY LETTER TO BE PRESENTED TO THE TOWNSHIP BOARD**. Seconded by Vice Chair Kiyak.

VOICE VOTE: Motion carried unanimously.

11A. VIDEO SERVICE PROVIDER

Information was provided about new services available through Comcast; expansion of Internet Essentials Program and also Amazon Prime Video will be available through the X1 box. New commands are also available with the X1 Voice Remote.

11E. FINANCE - OTHER SOURCES OF REVENUE UPDATE

Discussion requesting that production service hours are tracked in the future to show revenue gained versus staff time and expenses. A request was also made to share the HOMTV Sponsorship Packet prior to launching with Comcast representative.

14. ADJOURNMENT

Vice Chair Kiyak moved **TO ADJOURN THE MEETING**. Seconded by Commissioner Charles.

VOICE VOTE: Motion carried unanimously
Chair Benenson adjourned the meeting at 6:32 pm.