



CHARTER TOWNSHIP OF MERIDIAN
COMMUNICATIONS COMMISSION REGULAR MEETING MINUTES
5151 Marsh Road, Okemos, MI 48864
Administrative Conference Room
Wednesday, August 2, 2017 6:03 PM

PRESENT: Chair, Walter Benenson; Vice Chair Patrick Crowley; Commissioner, Tunga Kiyak;
Alternate Commissioner, Leslie Charles;
ABSENT: Commissioner, Andrew Lathrop; Commissioner, Kevin Thatcher; Alternate
Commissioner, Eric Langdon
STAFF: Deborah Guthrie, Communications Director; Brandie Yates, Communications
Specialist
TOWNSHIP: KathyAnn Sundland, Meridian Township Trustee
COMCAST:

1. CALL MEETING TO ORDER

Chair Benenson called the meeting to order at **6:03 pm**.

2. PUBLIC REMARKS

None

3. DIRECTOR'S REPORT

Discussion about the most recent event that was part of the 175th Anniversary Celebration, the Turtle Toast Gala at Harris Nature Center and the coverage provided by HOMTV. Coverage will be uploaded to Meridian Township's YouTube and on the channel.

4. CHAIR'S REPORT

Volunteered at many of the Township events; Fun In the Sun, Celebrate Meridian and the Food Truck Rally and Gus Macker and thought all of the events were great. Discussion about the Food Truck Rally and how it was started.

TOWNSHIP BOARD LIAISON'S REPORT

The Township Board approved the final DAS draft on June 20, 2017. The Township Board also approved the disposal of equipment.

5. APPROVAL OF AGENDA

Vice Chair Crowley moved **TO APPROVE THE AGENDA AS SUBMITTED**. Seconded by Commissioner Kiyak.

VOICE VOTE: Motion carried unanimously.

6. APPROVAL OF MINUTES

Vice Chair Crowley moved **TO APPROVE THE MINUTES OF AUGUST 2, 2017 REGULAR MEETING AS SUBMITTED**. Seconded by Commissioner Kiyak.

VOICE VOTE: Motion carried unanimously.

7. COMMUNICATIONS/ANNOUNCEMENTS

Discussion about Rock the Block! Carriage Hills sponsored by Spartan Dance & Fit and Buddies from 1-11pm on Saturday August 12. Skyline Neighborhood Association is working to build up Carriage Hills Shopping Center. The event will be announced on the neighborhood website.

Announcement of other 175th Anniversary events coming up including Senior Brunch Tribute at the Willows on August 22, 2017 with all the sponsorship money going towards the Senior Center, Rock the Block! at Douglas J with money donated to Meridian Cares and Rock the Block! Zumbathon at Shop Town Plaza in Haslett sponsored by Curves.

Discussion about the Traveling Pictorial schedule and the Walking Tours.

HOMTV sent out the Summer Scoop newsletter to HOMTV Alumni.

8. OLD BUSINESS

Alumni Giving Program to be set up through the Treasurer's office and the Finance Director to make sure it is set up correctly.

Commissioner Kiyak moved to **APPROVE THE FORMATION OF THE ALUMNI GIVING PROGRAM**. Seconded by Alternate Commissioner Charles.

VOICE VOTE: Motion carried unanimously.

9. NEW BUSINESS

Question was asked whether St. Martha's school received free cable. Director Guthrie stated that she would find out and get an answer for the Commission.

Discussion about the cable complaints that the Communications Department receives and why customers end up calling the Township. Customers usually call the Township for ongoing complaints that they need resolved and need additional support to resolve.

Discussion about whether the Commissioners should check out the Customer Service centers for Comcast because of the amount of complaints received about Comcast Customer Service.

10. VIDEO SERVICE PROVIDERS

Discussion about the drop in PEG and Franchise Fees as a result of AT&T customers converting to Direct TV which doesn't fall under the Franchise Agreement.

If customers cut the cord, that impacts the Communications Department Budget. Discussion about HOMTV having an app. Would people pay for the app?

11. HOMTV PROGRAMMING

Working on a call in show and the programming in Brandie Yates' absence. Commissioners would like a small summary of the viewership of HOMTV. HOMTV website also has data that could be looked over.

Commissioners would like to revisit the Communications Needs Assessment. Looking to revisit as a MSU class project. Add to next meeting discussion and see what MSU can do to help.

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Is there a budget to do the survey? Looking to have a meeting with staff about remaining purchases in equipment and software. Already reduced the 2018 budget she anticipate a decrease in revenue from Franchise and PEG fees.

12. ADJOURNMENT

Vice Chair Crowley moved **TO ADJOURN THE MEETING**. Seconded by Alternate Commissioner Charles. Chair Benenson adjourned the meeting at 7:48pm.

13. NEXT MEETING:

The next meeting is scheduled for **October 4, 2017** in the Administrative Conference Room.