

**MEETING MINUTES
CABLE TELEVISION ACCESS CORPORATION
BOARD OF DIRECTORS**

October 22, 2018, Legislative Chamber, 1819 Farnam Street, Omaha, Nebraska

Present: John Fullerton
Buster Brown
Marjorie Sturgeon
Buck Weyerman
Mary Williams

Absent: Dennis Lee

Staff: Stacey Hultquist, Law Department
Todd Thorsheim, Finance Department
Liz Birkel-Leddy, City Council Staff Assistant
Toni Hansen, Recording Secretary

1. The meeting was called to order by President John Fullerton.
2. Announcement of Open Meeting

A current copy of the Open Meeting Act is posted in a white binder on the east wall of the Legislative Chambers.

3. Oath of Office for Marjorie Sturgeon

Marjorie Sturgeon read the Oath of Office into the record.

4. Election of Officers

Motion by Mr. Weyerman, second by Mr. Brown, to nominate John Fullerton as President of the Cable Television Access Corporation Board of Directors.

**Aye: Brown, Sturgeon, Weyerman, Williams and Fullerton
Motion approved.**

Motion by Mr. Weyerman, second by Ms. Williams, to nominate Buster Brown as Vice President of the Cable Television Access Corporation Board of Directors.

Aye: Brown, Sturgeon, Weyerman, Williams and Fullerton

Motion approved.

Motion by Mr. Weyerman, second by Mr. Brown, to nominate Dennis Lee as Secretary of the Cable Television Access Corporation Board of Directors.

Aye: Brown, Sturgeon, Weyerman, Williams and Fullerton

Motion approved.

5. Approval of Agenda

Motion by Mr. Weyerman, second by Mr. Brown, to approve the agenda.

Aye: Brown, Sturgeon, Weyerman, Williams and Fullerton

Motion approved.

6. Approval of Minutes

Motion by Mr. Weyerman, second by Mr. Brown, to approve the minutes of the August 13, 2018, meeting as presented.

Aye: Brown, Sturgeon, Weyerman, Williams and Fullerton

Motion approved.

7. Reports

The Knowledge Network – No report was provided.

Cox Communications – No report was provided.

CenturyLink – No report was provided.

8. Staff Reports

Studio Update

Studio Manager, Mike Wallace, updated the board on the new shows being produced in the studio. He explained that he has entered into a partnership with Creighton University for students to use the studio for their Basic TV Production Class. They are using the studio twice a week.

Mr. Wallace told the board that he is having a Trick or Treat Live! on Wednesday, October 24, which will highlight parents and their young children in a costume parade through the studio. The show will be replayed on Halloween night. He plans to have a Santa Live! show in December.

Staff Update

Ms. Birkel-Leddy explained to the board she recently came across information about an FCC ruling on the in-kind benefits we receive from the cable companies. This could affect the franchise fees we receive. It is at the second notice stage and the public has 30 days (until November 14) to make comment. The final ruling could come as early as next year which would trigger an appeals process.

Ms. Hultquist explained the intent is to engage Brian Grogan from Moss & Barnett, who helped negotiate the current franchise agreement. Mr. Grogan is an attorney who specializes in FCC matters. The current agreement expires in 2022; however, negotiations can begin in 2019, three years before expiration. Ms. Hultquist is in the process for a fee agreement, which will go before the City Council for approval. Once City Council gives their approval, she will begin discussions with Mr. Grogan on how to proceed.

Board members discussed having a news flash on the KPAO network, as well as using the social media sites, to inform viewers of this possible FCC ruling.

Finance update

Ms. Birkel-Leddy summarized the attached list of bills that have been paid since September, 2018. The total of the bills paid was \$22,624.19. The reimbursements for board approval total \$6,754.15; \$1,614.00 to Signworks for the new logo signwork, and \$5,140.15 to the Omaha Public Building Commission for reimbursement to AVI for equipment and installation.

Ms. Birkel-Leddy provided an updated financial summary. The beginning balance for September was \$559,064 and the ending balance for September was \$545,151.

9. New Business

Board action on items from reports

Motion by Mr. Brown, second by Ms. Williams, to approve the proposed purchases totaling \$6,754.15.

Aye: Brown, Sturgeon, Weyerman, Williams and Fullerton

Motion approved.

Review and approve Mike Wallace Contract

A contract renewal for Mike Wallace was presented to the board for approval. Ms. Birkel-Leddy noted his current contract expires on January 8, 2019. She explained that she intended for his new contract to be multi-year contract because he has been doing great work out at the studio; but given the situation with the FCC and cable companies, she would rather move forward with a one year extension. Ms. Birkel-Leddy noted that the biggest change is under compensation. Some common language was added with respect to federal dollars or federal types of rulings that would affect the corporation's ability to pay the contractor, and then the corporation reserves the right to renegotiate payment with the contract.

Following questions from the board, Ms. Hultquist explained changes in the contract. The language added under compensation allows the corporation to have the discussion with him about his compensation. A 60 day termination notice is also included in the language.

Ms. Williams suggested reviewing this again in six months to have a better understanding of where the FCC ruling is going and then maybe the board could sign on for a longer contract. Ms. Hultquist agreed it would be good to get a report from Ms. Birkel-Leddy on the status of the FCC ruling.

Motion by Mr. Weyerman, second by Mr. Brown to approve the one year contract with Mike Wallace.

Aye: Brown, Sturgeon, Weyerman, Williams and Fullerton

Motion approved.

10. Old Business

Review and Approve Form 990

Ms. Birkel-Leddy explained that she talked with the accountant, Meriwether Wilson & Co. and they agreed it looks like we should file the Miscellaneous Letter of Determination. Ms. Birkel-Leddy then talked to the IRS regarding the timeline

and they told her to fill out the Form 990, send it in and they would let her know what to do.

Motion by Mr. Weyerman, second by Mr. Brown, to approve and submit the Form 990 as presented.

**Aye: Brown, Sturgeon, Weyerman, Williams and Fullerton
Motion approved.**

11. Appeals – none.
12. Public Comments – none.
13. Executive Session – none.
14. Next Meeting Date

The next regular meeting is scheduled for December 10, 2018, at 4:00 p.m., in Legislative Chambers.

15. Adjournment
5:02 p.m.



Secretary

Cable Television Access Corporation

PAYMENT OF BILLS

October 22, 2018

Paid invoices based on prior Board approval

DATE	VENDOR	DESCRIPTION	AMOUNT
8/6/2018	Advantage Office Cleaners	Custodial service for August	135.00
8/6/2018	Malcolm Thomason	Monthly Payment - July	327.00
8/15/2018	Mike Wallace	Monthly Payment - August	5,833.00
8/15/2018	Mike Wallace	Reimbursement for studio equipment	1,001.93
8/30/2018	Signworks, Inc.	Monthly Rent - September	2,993.00
9/5/2018	Cody Van Dorin	Monthly Payment - August	570.00
9/5/2018	Malcolm Thomason	Monthly Payment - August	414.00
9/5/2018	Chris Craddock	Monthly Payment - August	2,381.25
9/7/2018	Host Coffee	Water service - August	12.56
9/7/2018	Advantage Office Cleaners	Custodial service for September	135.00
9/14/2018	Mike Wallace	Monthly Payment - September	5,834.00
9/18/2018	Signworks, Inc.	Monthly Rent - October	2,987.45
		TOTAL	\$22,624.19

Proposed purchases/reimbursement approvals

VENDOR	DESCRIPTION	AMOUNT
Signworks, Inc.	Interior/Exterior sign work with new logos	1,614.00
Building Commission	AVI - Equipment and Installation	5,140.15
	TOTAL	\$6,754.15

**CABLE TELEVISION ACCESS CORPORATION
FINANCIAL SUMMARY**

	Final August 2018	Projected September 2018	Projected October 2018	Projected November 2018	Projected December 2018	Projected January 2019	Projected February 2019	Projected March 2019	Projected April 2019	Projected May 2019	Projected June 2019	Projected July 2019
BEGINNING BALANCE	\$574,244	\$559,064	\$545,151	\$533,015	\$520,779	\$508,543	\$518,173	\$505,937	\$493,701	\$481,465	\$669,229	\$656,993
<i>Costs:</i>												
Contractors	8,610	9,199	8,433	8,433	8,433	8,433	8,433	8,433	8,433	8,433	8,433	8,433
Equipment	0	1,002	0	0	0	0	0	0	0	0	0	0
Facility	6,570	3,712	3,703	3,703	3,703	3,703	3,703	3,703	3,703	3,703	3,703	3,703
Other	0	0	0	100	100	100	100	100	100	100	100	100
Capital	0	0	0	0	0	0	0	0	0	0	0	0
TOTAL COSTS	\$15,180	\$13,913	\$12,136	\$12,236	\$12,236	\$12,236	\$12,236	\$12,236	\$12,236	\$12,236	\$12,236	\$12,236
<i>Revenue:</i>												
PEG Revenue	0	0	0	0	0	21,866	0	0	0	200,000	0	0
Other	0	0	0	0	0	0	0	0	0	0	0	0
TOTAL REVENUE	0	0	0	0	0	21,866	0	0	0	200,000	0	0
ENDING BALANCE	\$559,064	\$545,151	\$533,015	\$520,779	\$508,543	\$518,173	\$505,937	\$493,701	\$481,465	\$669,229	\$656,993	\$644,757

CTAC Board Meeting -
October 22, 2018