

**LAMOILLE FIBERNET COMMUNICATIONS UNION DISTRICT  
EXECUTIVE COMMITTEE MEETING  
October 21, 2020 at 7:30 p.m.  
DRAFT MINUTES**

**Action Items**

<b>Who</b>	<b>What</b>	<b>Status</b>
Lea	Prepare proposal for Round 2 VCF grant	Done
Lea	Line up a presenter for the Open Meeting Law and Access to Public Records training	Done
Lea	Prepare agreement for bookkeeping services	Done
Communications Committee	Reach out to schools and health care providers about connectivity projects they might want to implement	Done

**Attending Members**

Doug Molde, Jeff Tilton, Jane Campbell, Larry Lackey, Michael Rooney, Lea Kilvadyova, Tim Humphrey

**Also Attending**

Lucy Rogers, Sam Lotto, Jack Wool

**Call to order, changes to the agenda, public comment**

Michael Rooney called the meeting to order at 7:32. Larry asked to include in the Treasurer Report an action item to enter into an agreement for bookkeeping services. No public comment.

**Minutes Approval – Oct 7, 2020**

Doug Molde moved, Jane Campbell seconded to approve the October 7<sup>th</sup> minutes as amended by Michael Rooney. Vote: 4-0-1 (Note: Chair does not vote unless there is a tie)

**LCPC Report**

- Final Feasibility Study presentation will be on Nov 4<sup>th</sup> at 7 p.m.
- Additional VCF funding is available to CUDs and the deadline to apply for up to 20K is Nov 11<sup>th</sup>.
- Matrix to begin surveying on Nov 19<sup>th</sup>.
- Lea drafted an annual report for inclusion into annual Town Meeting reports and would like to seek the Board’s approval of the report at the October meeting.

**Treasurer Report**

Larry Lackey presented a draft budget for FY21. The anticipated revenue is \$135,000. Expenses to date have been \$895. Larry and Jane interviewed three bookkeepers. Additionally, they reached to the LCPC to ascertain the LCPC’s interest to provide bookkeeping services. Based on the interviews, Jane and Larry recommended to retain the LCPC’s services through March and then switch to one of the interviewed bookkeepers who indicated availability at that time. The LCPC’s hourly rate will be \$70.

Tim Humphrey moved and Jeff Tilton seconded the motion recommending to the Governing Board to hire the LCPC as bookkeeper through March at the hourly rate not to exceed \$70, and to authorize Michael Rooney to sign the agreement. Vote: 4-0-1

Jane reported that she is still working on getting insurance quotes. The quotes are coming in higher than budgeted but we will have room in the budget to accommodate this increased amount.

### **Tech Committee and Marketing & Communications Committee Charter Proposals**

Jane Campbell moved and Tim Humphrey seconded the motion to approve the revised Technology Committee Charter as amended by the Executive. Vote: 4-0-1

Jane Campbell moved and Jeff Tilton seconded the motion to approve the Marketing & Communications Committee charter as presented. Vote: 4-0-1

### **LFCUD expansion**

Jane Campbell moved and Tim Humphrey seconded the motion to task the Technology Committee with developing the framework/criteria for approaching towns and CUDs regarding LFCUD's expansion. Vote: 4-0-1

Tim added that the Technology Committee can comment on the expansion at the level they are comfortable commenting on.

### **Fundraising: Round 2 Covid Planning grants and VCF Round 2 grants**

For the Covid Round 2 grants, Lucy Rogers suggested to reach out to schools and health care providers about connectivity projects they might want to implement by the end of the year and, pending responses, act as a facilitator to help access the funds. The Marketing and Communications Committee will take on the outreach.

For the VCF Round 2 grant, possible ideas are hiring a consultant with technological and financial investment background and hiring the LCPC for continued administrative support. Lea to draft the proposal and send it to the Executive for feedback.

### **Open Meeting Law and Access to Public Records Training**

Lea to line up a presenter for the training before the end of the year.

### **Adjourn**

Jane Campbell moved, Tim Humphrey seconded to adjourn at 9:08. Vote: 4-0-1