



LAMOILLE FIBERNET COMMUNICATIONS UNION DISTRICT
EXECUTIVE & FINANCE COMMITTEE MEETING
July 21, 2022, at 7pm – 8:30 pm
DRAFT MINUTES

7:00 pm **Call to Order:** Jane Campbell called the meeting to order.

7:01 pm **Agenda Changes:** Jane noted there was no roll call on the agenda. Stephen Friedman moved to add Roll Call to the agenda; Paul Warden seconded. The Chair asked for any other changes; seeing none, she called the vote. All in favor; none opposed; none abstained.

The Chair then confirmed those in attendance as follows:

Committee Members Attending

(V=Present and Voting, P=Present, A=Absent)

P/V	Representative
V	Teelah Hall
V	Paul Warden
V	Jane Campbell
V	Stephen Friedman
V	Jeff Tilton

Other Lamoille FiberNet attendees: Val Davis, Michael Rooney

Public/Guests: None

7:05 pm **Public Comment:** No public comment.

7:06 pm **Consent Agenda:** No items for consideration.

7:07 pm **Approval of Minutes from July 7, 2022:** Jane noted a typo and asked Val if the discussion on the minimum speeds was sufficiently detailed; Val explained that no changes had formerly been made by either the VCBB or the FCC, therefore the draft was an accurate representation of the discussion. Val also noted that the proposed federal standard is 100/20 mbps. After a brief discussion, the Chair recapped the changes – adding an "r" to treasurer and leaving 100/100 as

is but noting the expected change is 100/20. Stephen Friedman moved to approved; Jeff Tilton seconded. All in favor; none opposed or abstained.

7:12 pm Executive Director Update: Val supplemented his written report noting that Google Fiber and NRTC meetings continue; Randy Tomlin, Stephen Friedman attended as well as representatives from Google Fiber and NRTC. NRTC discussions will continue next Tuesday.

Michael Rooney asked, and Val reported that Stan Macel had confirmed that Bulletin 3.5 does not generally apply to CUDs.

Stephen Friedman recapped the priorities, statement of work, and discussion with NRTC, emphasizing the need to coordinate with Google Fiber, customize performance deliverables for LFCUD, and other issues the working group had identified. Jane thanked Stephen and the working group. Stephen noted LFCUD's need for structure and planning with future financing in mind, and that while not immediately prepared for such a level of detail, NRTC was collaborative during the meeting.

Jane asked if expansions of other broadband providers would alter the amount of federal BEAD funds and asked how often the State determines what is underserved and unserved. Val explained that LFCUD currently garners 6.44% of funds based on eligible passings, and the increased threshold of 100/20 would likely have a more significant impact and possibly increase the percentage of funds available. Val offered to get confirmation from the VCBB on when and how it would estimate served and unserved or allocate funds among CUCDs.

7:33 pm Financial Policies and Midyear Budget Adjustment: Val requested approval to use ACH electronic banking for recurring expenses. The Committee discussed the logistics and methods of accountability, such as requiring two signatories. Teelah Hall moved to approve ACH banking for monthly recurring expenses of rent, internet, health insurance. Paul Warden seconded. Discussion continued, and Teelah amended her motion to add phone services, including cell phone; Paul Warden seconded. The chair called the vote. All in favor; none opposed or abstained.

Val asked for the committee's input on his desire to change banks. He shared some recent dealings and delays which undermined his confidence. Members expressed their experiences with various banks, including LCFUD's current bank, and noted that the decision belonged to the Executive Director.

Val asked the Committee to consider the mid-year budget adjustment. One correction was noted: that the amount of in-kind in revenue should be the same as the amount of in-kind in expenses. Val also explained that the Marketing and Communications Committee recommendation to reallocate \$10,000 from Construction to Marketing to update the website would be included in the final version presented to the Governing Board. The change would be funded from the Construction budget, which was unlikely to be spent this year.

Stephen asked, and Val answered, questions regarding the substantial increase in membership expenses. Val explained that VCUDA membership was \$4,000 more than budgeted.

Jeff Tilton moved the budget with the recommended changes; Stephen Friedman seconded. Discussion continued. Val said he did not expect to spend the make ready budget and that for the next budget adjustment, he expected to have a more accurate representation of costs and not be in the negative. The Chair called the question. All in favor; none opposed or abstained.

7:52 pm **Committee Updates.** Noting that the Marketing and Communications Committee budget recommendation had just been discussed, Jane turned it over Jeff Tilton to discuss other committee updates. Jeff noted that the committee discussed media collection and having a gatekeeper for all items which could publicly displayed. This will help determine whether a picture or testimonial can be used.

Jane asked if there were further updates to the Partnership Task Force; Val said it was covered in his update. He also added that the Drop Policy Working Group would be discussed at the Governing Board rather than the Executive Committee. Stephen Friedman emphasized that the Drop Policy is critical and not something that can be developed in a vacuum. He has been urging NRTC to help develop on the ground information of actual aerial and underground information, which in turn will impact budget and policy decisions.

Jane recapped the ongoing work relating to record retention and labeling, noting recent meetings with gov.connection. She hopes to be ready to ask for board approval of a retention plan and policy at the August Governing Board meeting and gratefully acknowledged Carol Fano's persistence and expertise in advancing the work.

7:58 pm **Wrap Up & Other Business:** Jane asked for Agenda items for the upcoming Board meeting. Items included: Mid-Budget adjustment, approval of ACH banking, the Drop Policy committee. Val noted he had a new presentation that Board members could use, however it was agreed that it did not need to be approved by the Board.

Hearing no more discussion, Jeff Tilton moved to adjourn; Paul Warden seconded. All in favor; none opposed; none abstained.

8:00 pm **Adjourned.**

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