



LAMOILLE FIBERNET COMMUNICATIONS UNION DISTRICT
EXECUTIVE AND FINANCE COMMITTEE MEETING
November 16, 2022 at 7:00 pm – 8:30 pm
DRAFT MINUTES
Online Virtual Meeting Only

7:03 pm Roll Call. The Chair called the meeting to order and called the roll. Committee members attending: Stephen Friedman, Jeff Tilton, Randy Tomlin, Paul Warden, and Jane Campbell. Also attending, board member Carol Caldwell-Edmonds, Treasurer Mark Schilling, and staff members Val Davis, Fabian Bourgeois, and Lisa Birmingham.

7:03 pm Agenda Changes. None.

7:05 pm Public Comment. None.

7:05 pm Approval of November 2 , 2022 Minutes. Randy Tomlin moved approval of the minutes; Paul Warden seconded. During discussion, Jane noted some typos, but no substantive edits. Paul Warden offered a correction noting the minutes mistakenly omitted him from list of members attending the executive committee sessions. With those friendly amendments the chair called the vote: all in favor; none abstained or opposed.

7:08 pm Release of DPS Broadband Availability Data and Maps; VCBB Update. Val informed the committee of newly published broadband availability data and explained that the CUD needed to assess the changes and possibly adjust the universal service plan and business plan.

7:09 pm Update on Business Plan, Act 71 Grant Application, NRTC Contract and RFP. Stephen Friedman moved that the committee go into executive session to discuss matters related to the new data that affect our competitive position and business plan strategy, the premature disclosure of which could compromise our position. And in that executive session should be Jane Campbell, Paul Warden, Jeff Tilton, Randy Tomlin, Carol Caldwell Edmonds, Lisa Birmingham, Fabian Bourgeois, Val Davis, Mark Schilling, and Stephen Friedman. Stephen further requested that the motion reflect that if remaining committee or board members joined the meeting, that they too be admitted to the executive session. Randy Tomlin seconded. All in in favor; none opposed; none abstained.

8:18 pm Executive Session Ended and Committee Member Michael Rooney joined the meeting. Randy Tomlin offered a motion to direct Val Davis to submit the grant application to the Governing Board on November 30 and then to the VCBB on or before December 4th in advance of the VCBB's December 15th meeting, assuming the updated information and business case is viable. Jeff Tilton seconded. The Chair called the vote; all in favor, none opposed, and one abstention, Michael Rooney.



8:20 pm Carol Caldwell-Edmunds left the meeting.

8:20 pm Treasurer and Financial Update. Mark Schilling had no changes to his report presented at the last meeting and offered to answer any questions. There were no questions. Regarding the financials, Val noted he submitted an invoice for the balance of the Preconstruction grant, \$895,000, and that LFCUD had received an invoice from VCUDA for the September fiber delivery and another fiber shipment was expected.

Jane asked about the status of the audit, and Val noted that Nicole Sancibrian had advised that the CUD select a vendor as soon as possible so the necessary work could be scheduled for 6-8 months from now. Mark and Val would work together to make that selection.

Regarding the fiber delivery, Jeff asked if the CUD had insured the fiber; Val confirmed that the telecom insurance coverage was in place for the fiber.

Mark Schilling requested a clarification of the new policy relating to a single signature for checks under \$5,000. Specifically, he requested guidance regarding his stipend check which is less than \$5,000. Following a discussion, the consensus was that a single signature, but not his, was sufficient for his stipend check. The Chair requested the minutes reflect the same.

8:25 pm Executive Director Update. Val noted that all his update items had been discussed.

8:26 pm Agenda items for November 30 Governing Board Meeting. The Chair requested input for the upcoming November 30 meeting. The Chair recommended 1) a discussion of the VCBB Matching fund program, 2) Act 71 grant application and 3) 2023 budget. The previously tabled items (lap top policy, communications plan, drop policy, etc.) should be tabled for December if not later. After a brief discussion on drop and conduit experience, the committee declined to offer additional agenda items.

8:31 pm Wrap Up and Adjournment. Stephen Friedman moved to adjourn; Paul Warden seconded. All in favor; none opposed, none abstained.

8:32 pm Meeting Adjourned.

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