

NEK Community Broadband

# Executive Committee Meeting Minutes

October 16, 2020 3-4:37pm

**Attendees:** Jami Jones (non-voting), Kristen Fountian, William Piper, Jonathan Baker, Noah Armstrong, Christine Hallquist (Administrator, non-voting), Nick Anzalone, Katherine Sims (3:30), Frederic Feit (Tilson, non-voting), Brett Nichols (Tilson, non-voting), Chris Campbell (Tilson, non-voting)

Meeting Called to order: 3:03pm

**Motion made to revise agenda to table governing board input committee to next meeting Motioned: Nick, Seconded: William, Carried: (6-0)**

## Consent Agenda

No Consent Agenda

## Agenda Review-

No Review

## Updates-

### Administrative Update

- No new updates

### Meeting Round-Up

- No new Round-Up

### Finance updates

FC has not met since our last EC meeting.

- We are waiting on GB approval of the draft annual report and budget, which needs to be approved and distributed to town clerks in member towns by the end of the day on October 21st (next Wednesday). This should happen at the next emergency GB meeting which I believe will occur on October 20. It would be helpful to know if we have these emails compiled into one list already for warning purposes.
- We are discussing options for ensuring fiscal oversight while Christine remains both Treasurer and Administrator. Some GB members believe that we can find an outside volunteer to act as Treasurer, so we will vet that person if/when they come forward. Alternatively, we could change the Finance

Committee charter which says the Treasurer is chair of the Finance Committee to say that the Treasurer reports to the Finance Committee and then make an Executive Committee member chair of the Finance Committee. That would give the the FC oversight as well.

### Tech Committee

- Elected Shaun Burroughs as the chair and wanted to look into the money allotted for equipment
- Finance Committee Update was sent via email.

### Christine's Update

- Christine has been giving updates via email. Has been making calls trying to figure out how to fund. Christine would like to use the VITA money to leverage CO bank. We are looking at our assets valued (the northern enterprise and state assets) The Northern Enterprise assets may be of less value because they are old. Would like to get the Fiber assessed for current value, which may make it possible to borrow more money. We would like to have a strong plan if we are going to be taking on a large amount of debt, before the governing board meeting.
- Christine will be putting a package together for the financial institutions to convey what we are for as a CUD and how much we need. It may take some time to get financing because we are not an established organization. We are a municipal organization (i.e. a solid waste district)
- Tilson may be presenting to us a financial model that could give more insight.
- We would like to make up a high level written document to be able to articulate the different options we have for finances. It may be difficult because those options could change quickly.
- We would like 2 people from the executive committee to help with the Northern Enterprise transfer. Kristen and William are willing to oversee.

### **Motion to recommend Kristen F. and William P for the seats on the Northern Enterprise Board. Motioned: Nick, Seconded: Noah, Carried: (6-0)**

- Tuesday 5:30pm start time for the full governing board to discuss the official vote, Northern Enterprise seats, the approval of the budget, the annual report, and any recommendations that we have for the FCC and RDOF auctions
- Dave Snedeker may have an all town list for emailing

### New Business-

- Tilson: welcome Fred Feit, Brett Nichols, and Chris Campbell, Elaina

**Move to executive session with Tilson, Christine (Administrator), Christa Schute, and Jami Jones (Clerk) Motioned: Nick, Seconded: Noah: Carried (7-0)**

**Motion to exit executive session from Tilson meeting, Motioned: Kristen, Seconded: Nick, Carried: (7-0)**

- State and Northern Enterprise Asset Transfer (with Christa Schute)

**Move to executive session for discussion of the details of the RDOF proposal with Christa Schute, Christine Hallquist (Administrator), and Jami Jones (Clerk) Motioned: Katherine, Seconded: Nick, Carried: (7-0)**

**Motion to exit executive session. Motioned: William P Seconded: Nick Carried: (7-0)**

## Other Business-

Will meet Sunday 18th afternoon 4:30pm to build the agenda for the governing board meeting.

## Adjourn

**Motion to Adjourn Motioned: Nick, Seconded: Jonathan, Carried: (7-0)**

The meeting adjourned: 4:37

## Action Items-

- Nick and Christine will put together a document of available options for financing.

*Respectfully submitted,*

*Jami Jones, NEK Community Broadband Clerk*

## Information on how to access the remote meeting:

- By telephone: Dial 1-929 205 6099. When prompted enter the meeting ID: 988 4359 3106.
- By computer: Join the meeting by clicking here: <https://zoom.us/j/98843593106>. You may be prompted to enter a meeting ID: 988 4359 3106.

- By smartphone, tablet, or other device: Join meeting by clicking here:  
<https://zoom.us/j/98843593106>.

To ensure smooth access, we recommend that you test your remote meeting software in advance of the meeting. **If you have difficulty accessing the meeting, please call 617-909-3408 or email [execs@nekbroadband.org](mailto:execs@nekbroadband.org).**