

NEK Community Broadband

Communication Committee Meeting Minutes

March 30, 2021, 4:00 PM - 5:00 PM

Attendees: Jami Jones (clerk), Christine Hallquist (admin), Mike Gaiss, Caro Thompson, Kathleen Monroe, Nick Anzalone

Agenda Review / Old Business

- Review project summary spreadsheet, new prioritization scheme - 5 min
 - Website update: had a meeting with Evan and Jonathan to discuss comparables and hierarchy. Map/project plan tools, (Roadmaps). Media Releases, information platform for the public. Will go over the website documents to review next meeting.
 - Took a look at the reappointment notices. Caro will take one last look. Adding the Organizational Meeting? Organizational Meeting to elect Representatives. According to Article 30.
- Status update for ongoing projects:
 - press release has not been released yet, looking for the follow-up, getting all of the email addresses for the legislatures
 - Annual Meeting announcements, website intake form - 5 min: will be done this week as it is transferred over from google forms to the website forms or contact forms.
- Reaching out to Essex and Orleans to join the CUD - do we need to help with this? - 5 min, Derby, Charleston, Holland, Jay, and Troy
 - If anyone would like to reach out to others in these counties, they are within our project areas and it would be advantageous for them to be a part of the CUD.
 - Kathleen will reach out to Troy to see if they are interested in joining the CUD.
- Communication Guidelines - 20 min
 - Collaborating with/passing off document to policy committee
 - Answer flagged questions
 - Will take more time

New Business

- Assisting with ground truthing data on underserved/unserved addresses - 15 min
 - The state data may not be as accurate as it could be and is not as helpful as it could be.
 - May need more information to continue. Policy decision for the Executive Committee?

- Response (if any) to 7 Days piece regarding transparency of CUDs - 5 min
 - No response necessary.
- Website: update on next steps - 5 min
- Dividing up committee chair responsibilities for the summer while Carrie is out - 5 min
 - Tasks: making the agenda , moderating meetings, writing monthly report, updating project spreadsheet and sending out action items after each meeting
- Review action items

Adjourn

Action Items

- Website doc
- Press release
- Selectboard reappointment message review
- Website Intake Form

*Respectfully Submitted,
Jami Jones, NEK Broadband, Clerk*

A handwritten signature in black ink that reads "Jami Jones". The signature is written in a cursive, flowing style.