

NEK Community Broadband

Executive Committee Meeting Minutes

April 30, 2021 - 3pm - 4:30pm

Attendees: Jami Jones (clerk), Mike Strait (Governing Board), Kristen Fountain, Christine Hallquist (admin), Nick Anzalone, William (Bill) Piper, Noah Armstrong, Jonathan Baker, Katherine Sims (3:23-3:59pm), Kevin Fitzgibbon (3:31pm)

Agenda Review

Updates

- Action Items Check In
- Administrative Update
- Meeting Roundup
- Committee Updates
- Christine's Update
 - Concord/Waterford update: filing the make-ready. Sent the RFP to the Rural Innovation Services, but we will need to pick engineering group very soon.
 - Waterford has a meeting on the 10th. There is interest, but there are a lot of questions that prevent it from being clear on how much could be given. Information that could be given to Bill before the 10th would be helpful. Charter has sent a letter as well, and the town would have a decision to make as to who could "receive the money," if at all.

New Business

3:25 - NRTC Check In

Motion to find that the discussion of the details of the business plan would place the municipality at substantial disadvantage Motioned: Kristen, Seconded: William, Carried (6-0)

Given that, we move to enter into Executive Session to discuss the NRTC proposed business plan contours under 1 V.S.A. (313 A1A) with Mike Strait, Kevin Fitzgibbons, Jami Jones, and Christine Hallquist. Motioned: Kristen, Seconded: William, Carried (6-0).

Motion to exit Executive Session. Motioned: Jonathan, Seconded: Noah, Carried: (5-0)

No action was taken during Executive Session. Katherine left during Executive Session

3:45 - Annual Organizational Meeting Planning & Bylaw Change Recommendations

- Change could allow up to 9 members of the Executive Committee.
- Pre-communication about who could have interest or be able to commit to being on the Executive Committee. (an email or a form) -Jami
- Interest in a Bylaw amendment about attendance- If a member misses a certain number Of meetings then the person will be taken off the committee? Questions of ineligibility due to accidents? Giving power to the chair to appoint an interim person? Posting the attendance records? Are there lasting consequences?
- The chair can currently make the decision to take people off of other committees, but the Executive Committee is appointed by the Governing Board.

4:05 - Plan New Town On-Boarding Session

- To welcome the new towns
- How to mitigate the towns who we will not be able to reach, who may be in the last phase?
 - Could do town by town, or could do lateral spread, trying to hit as many houses as we can.
 - If we have the capacity to come up with options to present, but not a hard sell. Everyone doing it on their own could fracture the main goal. The people who are last on the list are last on purpose. Being a part of the larger picture will make a everyone stronger.
 - Anyone who joins can leave, and can pursue other opportunities

4:15 - Policy Review

- Policy Committee would like to prioritize what the Executive Committee needs and are functioning as an ad-hoc group at the moment.
 - EC would like the policy committee to look at spending policies, outlining when and how the EC should go to the GB for approval.

- Suggested to give the EC an amendment in the bylaws to give flexibility to the EC. (Bylaw changes may need to be posted 3 weeks in advance)
- What are the accountability guardrails? General Criteria.
- If the committee makes them too specific it could hold up the process.
- EC would like to see the broad language, EC is going to need broad authority, and would like to see the examples from other organizations. Would be helpful with our larger governing board.
- Annie can put together some language for a policy, but would like to have it in the bylaws (suggestion for the committee charter).
- Going to quarterly board meetings, the executive committee will need more leeway and more trust from the governing board.

Noah left at 4:10pm

4:25 - Post Pandemic Location for GB & Committee Meetings

Put off until next meeting.

Need to plan for organizational meeting and new town meeting.

Nick and Jami will coordinate for the executive committee form to the governing board.

Annie can help write documents for any of the meetings.

- Review of Evan's Bylaw suggestion. Updated to remove or change the amount of time the chair resides.
- Approving the bylaws that expand the number of members from 7 to 9 on the Executive Committee. Added that all of the counties would be represented. Change for the special meeting requirements. And a special meeting revision
- **Motion that the Executive Committee recommend to the governing board the changes to the bylaws. Motioned: William, Seconded: Nick, Carried: (4-0)**
- Are we sharing the NRTC plan with other CUDs? Post-poned until next meeting.

Other Business

Action Items

Nick and Jami will coordinate for the executive committee form to the governing board.

Adjourn.

Motioned: Nick, Seconded: William, Carried: (4-0)

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

A handwritten signature in black ink that reads "Jami Jones". The signature is written in a cursive style with a long, sweeping underline that extends to the right.