



Governing Board Meeting Minutes (Draft)

June 9, 2022 - 5:30 - 7pm

In-Person Location: None - see note re ACT 78 below.

Attendees: see attached list

Role Call & Agenda Review - 2 Min

Public Comment - 2 Min

Consent Agenda - 1 Min

- Approval of Meeting Minutes
- Committee Minutes

Motioned: Kathleen Monroe Seconded: Todd Vendituoli	For	Against	Abstain
Motion: to approve the Consent Agenda.	34	0	0

- Discussion Summary: The Looking Ahead item will be shared at the next meeting.

Updates

5:37 - Executive Committee Action Review & Affirmation

Motioned: Barb Nolan Seconded: Caro Thompson	For	Against	Abstain
Motion: that the Governing Board affirms receipt and confirmation, with no proposed revision or alteration, of the Executive Committee Actions document.	34	0	0

5:40 - Administrative & Committee Update Discussion

Executive Director Update (Nedah or Evan)

- **Discussion Summary:** The report was reviewed by the Governing Board. No questions were asked in reference to the update.

Communications Update (Nedah)

- **Discussion Summary:** The update was sent previous to the meeting and was reviewed by the Governing Board. We have started receiving statistics and

metrics for our social media content and orders through Crowd Fiber. Updates are also being made to the website. NEK Broadband looks forward to having a completely updated website by the end of the month. The Communications group is collaborating with Nedah on what future structure and strategy look like. The Board was grateful for Nedah's work

Quarterly May Financial Reports- Kristen Fountain, Treasurer

- **Discussion Summary:** The expenses have been consistent throughout the first quarter. The Finance Committee will continue to review monthly reports and approve quarterly reports for the Governing Board Meeting. The Board will be receiving the next quarterly report in September. The Board is welcome to request reports and attend the Finance Committee meetings.
 - Kristen Fountain (Treasurer) gave a presentation of the Statement of Activities (Profit and Loss) for Q1, 2022. The restricted grant funds are shown as a current liability. As the organization spends money, the funds are released through the appropriate accounts and spent on their restricted items. The organization looks forward to doing more construction in the coming months, which will raise the Capital Expenses.
 - Kristen Fountain (Treasurer) gave a presentation on the Statement of Financial Position (Balance Sheet). The accounts are currently not interest-bearing accounts. The Grants are restricted to the approved budget in the applications, which includes both capital expenses and administrative costs.
 - Christa continues to keep an eye on things through approval of invoices and review of financial reports.

Workforce Development Group (Morgan)

- **Discussion Summary:** There is a rising issue with the Workforce Development piece. The organization is looking for Board members to join the working group to help solve this multi-layer issue. Board members may contact Evan, Morgan or Jami. Looking for creative solutions for paid internships/ education for trades to help solve the labor shortage in the NEK.

Affordability Update

- **Discussion Summary:** Approximately 50% of the NEK region is below the income level of \$50K per year. We are registered with the ACP (Affordable Connectivity Program). Jonathan is currently working on a program to make the enrollment process easier. However, the ACP is not funded indefinitely. Potential approaches to the problems. Subscribers opting in based on AGI with the performance of random yearly audits.
 - Universal Service Charge: that would fund subsidized slots for qualified individuals (with potential for voluntary additional donation).
 - Generate subsidized subscription slots based on the number of people who choose the highest service package (for every 2 who sign up at the highest level, we could subsidize 1 lower package).
- The group took into account the long-term resiliency of a program vs the business model and take rates. The group is in direct contact with Holly Groeshner (EAB-Equal Access to Broadband), will be meeting with her in the future, and utilizing the EAB in plans for the ACP. The group is awaiting more details on the potential outcomes of the take-rate from NRTC, to see if the ideas would impact the business model in a positive way.
 - The EAB is working to educate individuals through digital literacy.

Communications Strategy and Breakout Prep

- **Group 1:** work being done in the community now: opportune time to communicate during Make-Ready work. Communicate differently to towns that have work being done in those areas (governing board member, selectboard, and clerk) with recommended actions: report to website, posters around town, ads during construction. Local papers, news, rotary, elks clubs.
- **Group 2:** communication with town leaders. Want communication to be coming in a direct and consistent way to the town clerk and selectboard (not relying on governing board members) from Nedah. Have the governing board member act as a sounding board and funnel information from the towns to the governing board. Town clerks need to get materials, the selectboards rely on them to print something and get it to the selectboard. Physical communication to the general population.
- **Group 3:** use multiple avenues (Facebook, Newsletters, FPF) of communication. Agree with printed press. Electric Depts could add to their newsletters, Chambers of

Commerce, American Legion, any group could be useful in disseminating info. On the East coast, they may get news from NH. Utilize the “key people” in a neighbor to neighbor organized way.

- **Group 4:** different channels: FB pages for community organizations and libraries, town newsletters, town clerk, Selectboard Minutes, consistent messaging (keeping it centralized), tailoring the communication for those who will not see active construction for some time emphasizing partnerships with digital literacy EAB, ACP, donations to help neighbors get broadband, Hiring of line workers “submit your resume.”
- **Group 5:** We’re here to serve folks who are underserved or unserved and they may not be connected to the internet in another way. Nedah could give an ad/one-pager to the board members to hand out in their communities and would include a telephone number/ a blank form to get put on the list. PTA groups, post offices, the dump, libraries. It’s important to share the message on “the specials” of our service.
- **Group 6:** We should use all modes of communication, but the staff should take responsibility to push out communications, not relying on the governing board members to do that. Need to have both avenues going (send to board and towns), talking points to the board, not communicating to the right people (Hardwick: town manager, selectboard manager).

New Business

Other Business

Adjourn

Motioned: Marty Feltus Seconded: Barb Nolan	For	Against	Abstain
Motion: to adjourn	34	0	0

Respectfully Submitted,

Nedah Warstler, NEK Broadband, Clerk

Town	Delegate	P	V	Alternate	P	V	Alternate	P	V
Albany	Rob Dewees								
Barnet	Kathleen Monroe	v	v	Jerri Kohl					
Barton	Christopher Altimus			Amy Crouch					
Bloomfield	Nate Nugent								
Brighton	Michael Strait	v	v	Jonah Petre					
Brownington	Amber Hastings	v	v	William Davis					
Brunswick	David Caron			Theresa Caron					
Burke	Todd Vendituoli	v	v	Jennifer Barone					
Canaan	Ann Morgan Wade	v	v	Alfred Buckley			Frank Sawicki, Jr		
Charleston	John Kellogg	v	v	Peter Moskovites					
Concord	Dale Urie	v	v	Bill Humphrey					
Coventry	David Barlow	v	v	Phil Marquette					
Craftsbury	Rudy Chase	v	v	Katherine Sims	x	x	Brian Machesney		
Danville	Jonathan Baker	v	v						
Derby	Karen Chitambar	v	v	Bob Kelley			Grant Spates		
East Haven				Kerri Fillion					
Glover	Noah Armstrong	v	v						
Granby	Sonia Peters			Sheryl Brown					
Greensboro	John Stone	v	v	Mary Metcalf	x	x			
Groton	Mike Gaiss	v	v	Willis Page					
Guildhall	John Orlovski	v	v	George Blakeslee					
Hardwick	Paul Fixx	v	v	Doug McClure					
Holland	Ed Brady	v	v	Andrew Bouchard					
Irasburg	Michael Turner								
Jay	Lynnette Deaette			Le-Ann Tetrault			Tara Morse		
Kirby	Dana Caspersen	v	v	Malcom Doak					
Lemington	William Gilbert	v	v	Beth Ellingwood			David White		
Lowell	Marjorie Kramer	v	v	Faye Starr					
Lyndon	Shawn Tester			Marty Feltus	v	v			
Lunenburg	Harry Williams			James Peyton					
Maidstone	James Mewkill								
Morgan	Eric Pope	v	v	Larry Labor					
Newark	Ben Tilford			Mark Whitworth	v	v			
Newport City	Woodman Page	v	v	Chris Vachon			Paul Monette		
Newport Town	Wendy Matthews	v	v	Cameron Thompson			David Ghelli		
Norton	Christina Duffy			Kenn Stransky					
Peacham	Jock Gill	v	v	Harry Vann	x	x			
Ryegate	Shawn Burroughs			Nelson Elder					
Sheffield	Claire Polfus			Annie Mclean					
St. Johnsbury	Nicolas Anzalone	v	v	Scott Campbell					
Stannard	Steve Pickard			Johanna Polsenberg					
Sutton	Evan Carlson	v	v	David Tucker	x	x	Robert Simms	x	x
Troy	Robert Langlands			Gary Taylor			Mark Sanville		
UTGs	Barb Nolan	v	v	Gina Vigneault					
Victory									
Walden	Caro Thompson	v	v						
Waterford	Bill Piper	v	v	Fred Saar					
Westfield	Carrie Glessner			Laura Emery	v	v			
Westmore	Erik Townsend	v	v	Linda Michniewicz			Ray Lanier	x	x
Wheelock	David Stahler Jr.	v	v	Eileen Boland					
Wolcott	Michael Davidson			Bruce Wheeler					

Date: June 2022

	P	V		
Delegates P/V	31	31	Member Towns	49
Alternates P/V	9	3	Towns Represente	34
Votes total	34		Quorum	Yes
Votes to pass	18			

Members of the Public

Staff in Attendance:

Jami Jones (Assistant)
Nedah Warstler (CRM)
Kristen Fountain (Treasurer)