



# Executive Committee Meeting Minutes (Draft)

November 3, 4-5:00 (EST)

**Attendees:** William Piper, Paul Fixx, Ray Lanier, Michael Strait, Jonathan Baker, Nick Anzalone, Evan Carlson

**Staff:** Christa Shute, Nedah Warstler

## Agenda

Motioned: Nick Anzalone Seconded: William Piper	For	Against	Abstain
Motion: nominate and make Nick "acting chair" for the meeting.	6	0	0

## Items added: EC Meeting Procedures

- A comment was given about the need for EC procedures, which could be separate from Robert's Rules of Order so that meetings may be rescheduled by chairs or directors.

## Approval of Minutes

Motioned: William Piper Seconded: Jonathan Baker	For	Against	Abstain
Motion: to approve the minutes from 10/17/22 with the revision.	6	0	0

Motioned: Paul Fixx Seconded: Michael Strait	For	Against	Abstain
Motion: amend the motion to include the revision in Discussion Summary.	6	0	0

- **Discussion Summary:** a revision needs to be made to include "2023 Draft Budget" for topic of discussion rather than "Affiliate Agreement, Reconnect, Grants, etc"  
Evan joined the meeting, and took over as Chair.

**Warehouse Services and Brighton Lease**

<b>Motioned: Michael Strait Seconded: Nick Anzalone</b>	<b>For</b>	<b>Against</b>	<b>Abstain</b>
<b>Motion: to enter Executive Session with staff under 1 VSA 313, finding that the premature disclosure of Warehouse Services and Brighton Lease would substantially disadvantage the CUD were it to be made public at this time.</b>	7	0	0

<b>Motioned: Seconded:</b>	<b>For</b>	<b>Against</b>	<b>Abstain</b>
<b>Motion: to exit Executive Session.</b>	7	0	0

- **Discussion Summary:** The committee exited Executive Session at 5:37pm. No action was taken in Executive Session.

<b>Motioned: Paul Fixx Seconded: Nick Anzalone</b>	<b>For</b>	<b>Against</b>	<b>Abstain</b>
<b>Motion: to approve the Brighton Warehouse Contract with the recommended changes and investigation into grant requirements with final review by the check-in team</b>	7	0	0

<b>Motioned: Jonathan Baker Seconded: William Piper</b>	<b>For</b>	<b>Against</b>	<b>Abstain</b>
<b>Motion: to enter into a Warehouse Services agreement with Wild Blue Yonder with the revisions that include the deliverables as an exhibit, and additional purchases to be approved by the Executive Director and reviewed by the check-in team.</b>	7	0	0

- **Discussion Summary:** deliverables are included in the contract as part of the flat fee in the July proposal. Any charges outside the flat fee will be approved by the Director.

### Update on ReConnect, Affiliate, VEDA,

<b>Motioned: Michael Strait Seconded: Nick Anzalone</b>	<b>For</b>	<b>Against</b>	<b>Abstain</b>
<b>Motion: to enter Executive Session with staff under 1 VSA 313, finding that the premature disclosure of partner/grant/funding updates would substantially disadvantage the CUD were it to be made public at this time.</b>	7	0	0

<b>Motioned: Jonathan Baker Seconded: William Piper</b>	<b>For</b>	<b>Against</b>	<b>Abstain</b>
<b>Motion: to exit Executive Session.</b>	7	0	0

- **Discussion Summary:** The committee exited Executive Session at 5:56pm. No action was taken in Executive Session.

### Other Business

- We are still answering the State Auditor's inquiry, and are getting the requested information to them as quickly as possible.
- We will be working on a better contract management system for future tasks like this.

Bill left the meeting.

### Adjourn

<b>Motioned: Paul Fixx Seconded: Nick Anzalone</b>	<b>For</b>	<b>Against</b>	<b>Abstain</b>
<b>Motion: to adjourn.</b>	5	0	0

*Respectfully Submitted,  
Nedah Warstler, NEK Broadband, Clerk*