



Executive Committee Meeting Minutes

April 18 2024

5:30 pm

Attendees:

EC Members-Mary Metcalf, Nick Anzalone, Sally Vallat, Michael Strait, William Piper, Ray Lanier, Paul Fixx, Jonathan Baker

Staff and Treasurer- Shannon LaCasse, Tonya Ozone, Christa Shute, Denise Sullivan, Matt Hubbard, Deb Shannon, Danielle Sukkaew

Board Members- Donna Dzugas-Smith

5:31 pm

Agenda Review

Christa presented changes to the agenda:

Start with RFP Update (split into two sections), move to Metrics Update, add employee and budget discussion.

New Business

Motioned: Michael Strait Seconded: Sally Vallat	Passed with no objections Passed with objections Failed
Motion: approve minutes from the 4/4/24, 4/11/24, and 4/15/24 meetings.	Passed with no objections

Discussion about putting numbers for the votes versus just using the verbiage passed with no objections. Decided to not use numbers and use the verbiage passed with no objections, passed with objectives or failed.

RFP Update

Christa talked about the RFP 217. Currently negotiating with top candidates. We do not have the environmental letter from the USDA at this time. Matt discussed the construction RFP. Six companies bid on the project. Two contractors will each be awarded an area. One area will remain open for now.

Metrics Update

Tonya discussed the conversations around what should be tracked in the dashboard. She has reviewed the importance of the newsletter and found the open rate is 62%. This tells us the updates are important. The click view rate (follow through) is 15%. Tonya will work on adding actionable content to the newsletter in order to increase the click view rate. The dashboard will be live in May. Please let Tonya know if there are items you would like to see tracked.

Christa mentioned that there are currently 284 live customers and 75 to 80 customers waiting to be installed. The Walden cabinet went live today and the Sutton cabinet will go live soon.

CVfiber Discussion

5:52

Motioned: Mary Metcalf Seconded: Sally Vallat	Passed with no objections Passed with objections Failed
Motion: Voted to go into Executive Session under the provisions of 1 VSA §313 with staff, consultants, and board members in order to have discussions regarding CVFiber finding that premature disclosure could substantially disadvantage the CUD if it were to be made public at this time.	Passed with no objections

William Piper left at 6:31

Left at 6:44 pm no decisions were made.

Motioned: Michael Strait Seconded: Sally Vallat	Passed with no objections Passed with objections Failed
Motion: to authorize the Executive Director of NEK Broadband to expand our letter of engagement with Lerman Senter PLLC.	Passed with no objections

6:45

Motioned: Sally Vallat Seconded: Michael Strait	Passed with no objections Passed with objections Failed
Motion: Voted to go into Executive Session under the provisions of 1 VSA §313 with staff, consultants, and board members in order to have discussions regarding potential employees and workforce development finding that premature disclosure could substantially disadvantage the CUD if it were to be made public at this time.	Passed with no objections

Nick Anzalone left at 6:45pm

Left at 7:00 no decisions were made.

A Special Executive Committee Meeting will be held at 5:15 on Wednesday, April 24, 2024

CV partnership discussion with possible vote. The board will be invited to offer input.

Adjourn

Motioned: Michael Strait Seconded: Sally Vallat	Passed with no objections Passed with objections Failed
Motion: to adjourn at 7:02	Passed with no objections

Drafted by Shannon LaCasse, Clerk