



# Executive Committee Meeting Minutes

July 6 2023

## Attendees:

**Board Members:** William Piper, Mary Metcalf, Paul Fixx, Michael Strait, Ray Lanier

**Staff and Treasurer:** Christa Shute, Danille Sukkaew, Erik Townsend, Denise Sullivan, Shannon LaCasse, Kitty Ufford-Chase

**Contractors:** Roger Nishi, Kurt Gruending

**General Public:** (none)

**4:03**

## Agenda Review

## Updates

<b>Motioned: William Piper Seconded: Ray Lanier</b>	<b>For</b>	<b>Against</b>	<b>Abstain</b>
<b>Motion: to approve June 15 2023 committee meeting minutes</b>	5	0	0

- **Discussion Summary: None**

## New Business

- Customer Report
  - Kurt discussed the number of drops installed in WF01. We are waiting on splicing and then installations can begin.
  - Kitty will email Waterford regarding the August start date for service. She will also send an update to Peacham.

Entered Executive Session-

<b>Motioned: Paul Fixx Seconded: Michael Strait</b>	<b>For</b>	<b>Against</b>	<b>Abstain</b>
<b>Motion: Voted to go into Executive Session with consultants and staff to discuss the legal issues finding that premature disclosure could substantially disadvantage the CUD if it were to be made public at this time.</b>	5	0	0

Morgan Wade entered at 4:11

Jonathan Baker entered at 4:13

<b>Motioned: Michael Strait Seconded: Ray Lanier</b>	<b>For</b>	<b>Against</b>	<b>Abstain</b>
<b>Motion: to leave Executive Session at 4:30</b>	7	0	0

- **No action was taken**

Discussed the need of creating a scope for marketing

Roger and Kurt left at 4:23

- IT RFP Update
  - Christa will offer the chosen candidate the contract
- Board Meeting Debrief and July Agenda
  - Rotating stations and small groups were well received
  - Policy station- discussed who had interest in joining [working groups](#)
    - Christa to assign staff to each group
    - Shannon will review group members with Christa and Paul and help schedule meetings
  - 7/13 Agenda
    - Executive Director Update
    - Breakout sessions for working groups
    - Map demonstration- how to use and what is confidential vs public
    - Discussion and potential approval regarding becoming an Eligible Telecommunications Carrier
- [Line Extension requests](#)

Nick Anzalone entered at 5:03

Entered Executive Session

<b>Motioned: Mary Metcalf Seconded: Michael Strait</b>	<b>For</b>	<b>Against</b>	<b>Abstain</b>
<b>Motion: Voted to go into Executive Session with consultants and staff to discuss the grants and financing updates finding that premature disclosure could substantially disadvantage the CUD if it were to be made public at this time.</b>	8	0	0

William Piper left at 5:32

<b>Motioned: Morgan Wade Seconded: Michael Strait</b>	<b>For</b>	<b>Against</b>	<b>Abstain</b>
<b>Motion: to leave Executive Session at 5:43</b>	7	0	0

- **No action was taken**

## Adjourn

<b>Motioned: Mary Metcalf Seconded: Ray Lanier</b>	<b>For</b>	<b>Against</b>	<b>Abstain</b>
<b>Motion: to adjourn at 5:44 pm</b>	7	0	0

*Drafted by Shannon LaCasse  
Executive Assistant*