

# Southern Vermont Communication District Board

## Draft Meeting Minutes

September 22, 2021

*Table 1 Roll Call*

<b>Town Name</b>	<b>Representative Name</b>	<b>Voting = V Present = P Absent = A</b>	<b>Alternate Name</b>	<b>Voting = V Present = P Absent = A</b>	<b>2<sup>nd</sup> Alternate Name</b>	<b>Voting = V Present = P Absent = A</b>
Arlington	Cynthia Browning	A	Matt Bykowski	A		
Bennington	Eric Hatch	V	Ron Dubreul	A	Beth Hardesty	A
Dorset	Mike Chase	A	Jim Salsgiver	V	Mike Oltedal	A
Landgrove	Jim Swartzentruber	A	Susan Lenox	A		
Londonderry	Jeff Such	A	John Hanking	A		
Manchester	Terrence Dorsey	V	Kathleen James	A		
Peru	Alex Sheets	A	Peter Bradford	A		
Pownal	Caitlin Randall	V	Karlan Eberhardt	A		
Rupert	Bill Meyer	V	Jed Ruben	P	Arlene Bentley	A
Sandgate	Sheila Kearns	V	Betsy Rathbun-Gunn	A	Logan Weurslin	P
Shaftsbury	Tim Scoggins	V	Michael Corey	P	James Salerno	A
Sunderland	Mark Hyde	A	Andrew McKeever	A		
Winhall	Fred Schwacke	A				
Woodford	Michael Charette	A				

Also present: Jonathan Cooper (BCRC), Callie Fishburn (BCRC)

1. Call to Order

Eric Hatch called the meeting to order.

2. Roll Call

Callie Fishburn conducted a roll call; a quorum of the Board was not present.

3. Lacking a quorum, no business was conducting by the Board. Notes below are simply updates to those present on current CUD activities

4. Public Comments

None

5. Treasurer Update

Eric Hatch reported they still don't have a treasurer. Eric and Jonathan spoke about possibilities, but BCRC is not able to assist with this. Eric added Southern VT CUD needs to get someone on their own for record keeping. Sheila Kearns said the current treasurer continues to write checks and respond to bills. Eric Hatch said he will follow up with the treasurer regarding payments. Jim Salsgiver asked about centralized resources. Michael Corey said there are not any available at this time.

6. BCRC CUD roles

Eric Hatch updated the Board he and Sheila have had discussions with Jonathan from BCRC regarding executive support, activities, and deliverables BCRC can help with. Eric added BCRC is able to provide the status quo support that they have had in the past around collaboration. Sheila said Callie will assist and take over meeting notices/organization, getting minutes out, and some of the things Sheila has been doing – this should transition before the October meeting.

7. NTIA Grant Application Update

Eric Hatch reported the NTIA Grant had been submitted, the NTIA team came back and requested two items: the network and route diagrams, and application of governance. Eric said both requests have been returned to NTIA, they have confirmed receipt of the submission and now they are waiting to hear back from NTIA.

8. Announcements/Other Business

Grant Funding

Jeb Rubin suggested advertising for a Treasurer, Eric said they need money before they advertise – he is hopeful some money will come in from H.315 or H.360 from the State. Sheila asked Jonathan what the next steps are to get the H.315 money that has been granted released. Jonathan said the first step is to submit an invoice and Melanie submitted that in the last week or two. Jonathan said the next step would be to make sure the language in all the agreements is in place to meet federal standards. Jonathan will reach out to Rob Fish to make sure he has everything he needs. Eric Hatch said they are 2 months in the rear for reporting and will need to get those to Rob, he will work on submitting them this week and confirm with Jonathan when that is complete.

Recordings

Tim Scoggins asked if the recordings were being managed? Eric Hatch said all recordings will get moved down from zoom to the shared Google drive.

Budgets

Jim Salsgiver asked about the status of the budget regarding operating expenses and if it needs to be reassessed. Eric and Sheila confirmed specific amounts for these expenses were submitted with the NTIA application.

Eric Hatch said if any information comes in from NTIA before the next meeting he will forward that information to Board members.

9. Adjournment

The meeting adjourned.