



May 14, 2019 Governing Board Meeting
Berlin Elementary School
372 Paine Turnpike N, Berlin, VT

Present: Governing Board Delegates: Greg Kelly (Barre City), Joshua Jarvis (Barre Town), Jeremy Hansen (Chair, Berlin – attending remotely, left at 7:00 PM), Andrew Gilbert (Cabot), David Healy (Calais), Tom Fisher (East Montpelier), Robert Burley (Elmore), Jonathan Williams (Marshfield), Phil Hyjek (Vice Chair, Middlesex), Dan Jones (Montpelier), Ray Pelletier (Northfield), Siobhan Perricone (Orange), Michael Birnbaum (Plainfield), Jon Guiffre (Roxbury – arrived at 6:40), Rama Schneider (Williamstown for Frank Moore), Susan Martin (Woodbury for Skip Lindsay), John Russell (Worcester); **Alternates:** Lucas Herring (Barre City), Jared Thomas (Calais), Ken Jones (Montpelier, arrived at 6:25), Allen Gilbert (Worcester, arrived at 7:21); **Other Officers:** Becca Schrader (Clerk and Treasurer); **Other Attendees:** ORCA camera person

Absent:

Minutes

1. Reorganization and election of chair, vice chair, clerk, and treasurer for 2019-2020

Prior to reorganization, we went around the room for introductions and had an opportunity for continuing members to share their experiences from the first year and for newly appointed members to share their backgrounds and interest in being part of the board.

ACTION:

Chair: Jeremy Hansen was nominated for chair by Schneider, seconded by Perricone. There were no other nominations and the clerk entered a unanimous vote on behalf of the board to elect Hansen as chair.

Vice Chair: Phil Hyjek was nominated for vice chair by Healy, seconded by Gilbert. There were no other nominations and the clerk entered a unanimous vote on behalf of the board to elect Hyjek as vice chair.

Clerk: Rebecca Schrader was nominated for clerk by Perricone, seconded by Jones. There were no other nominations and the clerk entered a unanimous vote on behalf of the board to elect Schrader as clerk.

Treasurer: Rebecca Schrader was nominated for treasurer by Jarvis, seconded by Perricone. There were no other nominations and the clerk entered a unanimous vote on behalf of the board to elect Rebecca Schrader as treasurer.

2. Call to order

Meeting was called to order by Hyjek at 6:27 PM, and quorum was determined. Hyjek will chair the meeting due to Hansen's remote attendance.

3. Additions or changes to the agenda

Perricone added report back on Public Safety meeting, which will be added in the Committee Report Back agenda item. Gilbert added report back on a Cabot grant. Fisher added report back on a VEIC grant.

4. Public comment

There was no public comment.

5. Introductions and Vision

This item was completed prior to the annual reorganization.

6. Treasurer's Report, Becca Schrader

As of May 14, CVFiber had \$6,822.80 between its checking account and Snowball Fundraising account, and \$25.00 in its savings account. There is one donor donating on a monthly basis. In order to match the full Think VT! Grant, we need to have \$12,500. CVFiber has received 3 donations in the last month.

Gilbert added that CVFiber has been granted \$500 from the Cabot Community Fund. They need paperwork showing use of funds and an invoice, and then the funds can be issued.

7. Insurance Cost Estimate, Jeremy Hansen

Hansen has been communicating with the Vermont League of Cities and Towns regarding the insurance coverage required by the state for the Think VT! Grant. They will present it to the board, but are not recommending that we be allowed to purchase insurance through VLCT. Hansen was given a rough estimate of \$2300 per year for coverage. Discussion included whether or not we should push for CUDs to be able to join VLCT and be able to access their programs/services, including insurance. Birnbaum has some information from his experience with Craftsbury and bring that to the next meeting. Jarvis works in captive insurance and will also do some research.

8. Progress of H513 and Report Back from Welch Meeting

Hansen gave an update on the status of H513 which is moving its way through the Senate. There was also a meeting with Rep. Welch, who is now introducing bipartisan legislation regarding prioritizing connectivity.

9. Northern Border grant application with NVDA

CVFiber has submitted a letter of support for NVDA's application to the Northern Border Regional Commission, as they are including Washington and Lamoille counties. Fisher has also submitted an application to the VEIC grant program. Williams noted that we should have a policy and process for board authorization to apply for grants. That topic was moved to the committee assignment section.

10. 2020 Budget, Rama Schneider

Schneider shared that the Finance Committee has been struggling with how to create a budget when they are not engaged in activities/operations directly. The Finance Committee is recommending to the board that budget development be assigned to the Executive Committee. There were concerns that concentrating this in the Executive Committee may narrow the amount of input. There was encouragement for the Executive Committee to reach out broadly to tap into the experience of the entire board.

ACTION: Motion from Healy, second by Jones to assign budget drafting for 2020 to the Executive Committee. The vote was unanimous, motion carried.

11. Committee reports back

Finance Committee: budget discussion above.
Policy and Bylaws Committee has not met since last meeting.
Business Development Committee has not met since last meeting.

12. Review of back burner items, committee assignments and membership

Directors and Officers insurance was added to the back burner.

After discussion of several grant opportunities being pursued by board members, it was suggested that CV Fiber adopt a grants policy to ensure that grants are pursued in an orderly way, and with approval from the board.

ACTION: On a motion from Williams, second by Healy, drafting of a grants policy was assigned to the Policy and Bylaws Committee. Vote was unanimous, motion carried.

There was a discussion about committee vacancies due to people stepping away from the board and committees. The Policy and Bylaws Committee needs a new chair.

ACTION: Motion from Hyjek, second by Jarvis to appoint Gilbert (Worcester) to the Policy Committee. Vote was unanimous, motion carried.

ACTION: Motion from Hyjek, second by Burley to appoint Perricone to the Policy Committee. Vote was unanimous and motion carried.

The Finance Committee and Business Development Committees will seek to appoint new members at the next meeting.

13. Approval of April 9 minutes

Schrader was ill and unable to attend April 9 meeting. Hansen took minutes and will distribute when available.

14. Roundtable

New members expressed looking forward to working with the board, some former members expressed disappointment that there wasn't more progress made in the first year.

15. Adjourn

Meeting was adjourned at 7:59 PM.