



GOVERNING BOARD MEETING MINUTES
Berlin Elementary School
372 Paine Turnpike N, Berlin, Vermont
December 10, 2019

Present: Governing Board Delegates: Susan Martin (Woodbury), Tom Fisher (E. Montpelier), Chuck Burt (Moretown), Andrew Gilbert (Cabot), Ken Jones (Montpelier), Michael Birnbaum (Plainfield), Jonathan Williams (Marshfield), Siobhan Perricone (Orange), Joshua Jarvis (Barre Town), David Healy (Calais), Philip Hyjek (Middlesex), Jeremy Hansen (Berlin).
Alternate Delegates: Jerry Diamantides (Berlin), Allen Gilbert (Worcester), Jared Thomas (Calais).

Meeting called to Order: The meeting was called to order at 6pm by Jeremy Hansen, Chair. No additions or changes to the Agenda were made and no public comment was given.

Discussion was held concerning the website. A Communications Committee was suggested and to dovetail it into the Business Development Committee (BDC). Fundraising was included in the discussion and managing the content of the website should be formatted and dedicated to our growth. It was mentioned that there is no need to separate content management and it should work in conjunction with BDC. A list will be made with BDC and approved at our January meeting. It was suggested that Fund Raising stay in the BDC and the fund raising and fund raising appeal be on the website.

Discussion was held concerning the Secretary of State registration. Our official name is Central Vermont Internet, a Community Union District (CUD) d/b/a CV Fiber. Registration, if needed should be \$50. We do have a IRS EIN number for tax purposes. Jeremy will get a copy to Susan for her records.

Discussion was held concerning the need for a permanent address. Susan will check local Post Offices and apply for a small size. The Board approved a \$75 yearly rate. It was suggested that the box starts small and then we can update as needed.

BDC Report: They received eight (8) proposals and will meet later this week on Thursday to review. There was a wide range of proposals and the Committee will work with rankings. Review deadline is Wednesday, December 11, 2019. Reviewers must rank all eight. Survey status was presented with 1,014 responding, a 4.7% overall in the District, 40% probably would subscribe, most already have internet service. Reasoning was: #1 Higher speeds and #2 Reliability. 772 responded that they would invest and 42% would presubscribed and 8% (63 people) would give gifts. It was suggested that the survey be sent home with students for more interest, and leave at numerous places throughout the District. Information from the Survey will be shared with the RFP winner and data would help generate donations and media attention.

Grant update: Jeremy said all paperwork is filed with the Department of Public Service, but he has not received any response from them. The quarterly report was sent and the next one is due in January for the quarter ending December 31. The Cabot grant of \$500 will be used for General Expenses of the Board.

Fund Raising: Siobhan reported the Fundraising Survey Software program is great to work with and costs \$39 per month with a 10% discount for an annual fee of \$421.20. She has requested an invoice from the Company and spoke of the hourly rates paid. If anyone wants to be survey takers, let her know. Motion was made and approved to allow Siobhan to spend up to \$450 for the fundraising software program. A password for the Software Administrator will be needed and rights to usage needs to be determined.

Jeremy encouraged the Group to make their own donations. Any donation is tax deductible.

Minutes: We still need Becca's minutes from October. Motion was made to accept the November minutes, motion made, seconded, and approved with the correction of Jeremy's last name being spelled Hansen.

Round Table Discussion: Some proposals included a million dollar insurance. It was suggested that different thresholds were for different grants. We used \$300,000 with the State of Vermont grant. This will need to be reviewed. Michael reported that he met with WEC reps Barry and Steve then with Dan Weston and Bill Powell. His second meeting with Dan and Bill was important. They might be able to put a survey in as a bill insert or a newsletter insert. Only 600 customers would be sampled. They do have an answering service that maybe able to do a telephone poll or survey. For WEC to add a feasibility study and use of fibers, the PUC will need to approve tariff changes. Changes to the poles, rates, spaces, and make ready work all need to be approved. Work with pole owners who own fiber and within WEC's 10 year plan. They have a PILOT agreement with VELCO and they are discussing strands. Our January meeting agenda should include RFP results and WEC's discussion about Mansfield Fiber and their \$300,000-\$400,000 VEDA Grant. The BDC should follow-up on this. Jeremy will contact them. BDC narrowed down to four interesting

RFD's. Waitsfield is waiting to see what Moretown will be doing. Good Survey results was mentioned and Moretown's Karen will be the Alternate going forward.

Adjournment 7:10pm

Respectfully submitted,
Susan S. Martin, Clerk