



CVFIBER COMMUNICATIONS COMMITTEE REGULAR MEETING MINUTES

Via <https://cvfiber.net/mtg/communications>

and at the Moretown Town Office

January 19, 2023

Present:

Committee members: Chuck Burt, Linda Gravell, John Morris, Ray Pelletier, John Walters

Absent: Marshall Cottrell, David Healy

Others: Jennille Smith (CVFiber Executive Director), Emily Palmer and John Demeter (Middlesex residents)

Called to Order: 5:30PM

Additions or changes to the agenda

None

Public comment

Emily and John introduced themselves and spoke a little about their respective background and their interest in volunteering for CVFiber.

Approve minutes

MOTION: Chuck, seconded Linda: To approve the November 17, 2022 minutes.

No Discussion, passed unanimously.

Monthly community update

The latest version sent by John W. was the 4.0 version. Linda indicated that she wanted to see one section simplified in how we refer to the pre-registration experience on the website. John M. had some additional technical changes.

Chuck also proposed we omit the website registration section entirely in the email version for any customer where we already have their address on file. John M. countered that it would be even better to say they don't need to do anything to be notified. Everyone agreed with John's idea.

MOTION: Ray, seconded by Chuck. To approve the 4.0 version of the monthly community update, as amended in the meeting, to give John W. further authority to work in any of John M.'s technical suggestions as he sees fit prior to distribution, and to be distributed by all of the usual channels.

Pre-subscription registration status update

Chuck gave an overview of the launch and the number of registrations.

Subscription registration status and next steps, including potential Upwork contractor

Jennille talked through our need to finalize the subscription packages and gave the committee updates on Crawford's work on that and the design of the subscription page of the registration flow. It appeared we are at least a week away from a final design, but she will continue to push Crawford on this.

Chuck spoke to the need to hire a developer to do the necessary coding work to implement said designs after Jennille indicated we likely can't get CrowdFiber to implement these changes. Chuck indicated he had posted a request for proposals on Upwork.com and that we had 48 applicants, 8 of whom had been shortlisted. He and Jennille will continue to narrow it down to a few finalists and pointed out that there will likely be a special Executive committee session to approve contracting them.

Linda brought up the need to protect customer data that becomes accessible once you gain access to the CrowdFiber tool. Chuck mentioned that CrowdFiber has the capability of creating a "sandbox" environment for an additional \$500/month. Ray echoed that he believes this sounds like a very good idea to pursue. Chuck asked Jennille to follow up with CrowdFiber to understand the steps required to move forward with it and, if necessary, to bring the expense before the Executive Committee.

Adjourn

Adjourned at 6:23pm.

Respectfully submitted,
Chuck Burt
Chair