



## Executive Committee Meeting Minutes - Draft

Thursday, February 13, 2025

5:30 pm

### Attendees:

**Executive Committee Members:** Nick Anzalone (Chair), Christa Shute, Chuck Burt, Ray Lanier, Siobhan Perricone, Mary Metcalf, Jeremy Matt, Sally Vallat, Mike Strait, Paul Fixx, and Tom Fisher

**Governing Board Members:** Martin Klein, Richard Schiller, John Reid, David Healy, Malcolm Doak, Donna Dzugas-Smith

**Additional Staff:** Kitty Ufford-Chase, Chris Fortuna, Matt Hubbard, Erik Townsend, Danielle Sukkaew

Guests: Andrew Gaidys

5:30pm. The meeting started with a quorum.

**Agenda Review - approved with no objections.**

### Draft Minutes for January 2, 2025 and January 23, 2025

<b>Motioned: Chuck Burt</b> <b>Seconded: Jeremy Matt</b>	<b>Passed with no objections</b> <b>Passed with objections</b> <b>Failed</b>
<b>Motion: to approve January 2, 2025 and January 23, 2025 minutes.</b>	Approved with no objections

**Public Comment:** Ray was excited to share that there is now service in the Westmore/Barton area.,

John Reid entered at 5:36pm.

### CNE Contracts:

<b>Motioned: Sally Vallat</b> <b>Seconded: Jeremy Matt</b>	<b>Passed with no objections</b> <b>Passed with objections</b> <b>Failed</b>
---	--

<p><b>Motion: to go into Executive Session under the provisions of 1 VSA §313 with consultants, staff and Board Members in order to discuss CNE Contracts, finding that premature disclosure could substantially disadvantage the CUD if it were to be made public at this time.</b></p>	<p>Passed with no objections</p>
--	----------------------------------

Executive session was entered at 5:38 pm and ended at 6:09pm. No action was taken.  
 Andrew Gaidys left at 5:37pm.  
 Malcolm Doak entered at 5:39pm. Donna Dzugas-Smith entered at 5:48pm..

“Test” person entered at 6:09pm.

<p><b>Motioned: Mike Strait</b>  <b>Seconded: Chuck Burt</b></p>	<p>Passed with no objections          Passed with objections          Failed</p>
<p><b>Motion: to authorize the Executive Director to enter into contracts with CNE as outlined in the memo, as well as any necessary associated actions.</b></p>	<p>Approved unanimously by roll call vote.</p>

Tom Fisher entered at 6:12 pm.

### Grant Updates

<p><b>Motioned: Jeremy Matt</b>  <b>Seconded: Chuck Burt</b></p>	<p>Passed with no objections          Passed with objections          Failed</p>
<p><b>Motion: to go into Executive Session under the provisions of 1 VSA §313 with consultants, staff and Board Members in order to discuss grant updates, finding that premature disclosure could substantially disadvantage the CUD if it were to be made public at this time.</b></p>	<p>Passed with no objections</p>

“Test” person was moved to the waiting room at 6:13pm. Executive session was entered at 6:13 pm and ended at 6:36pm. No action was taken.

“Test” person re-entered at 6:36pm

### Maps, Timing and Communications Update

**Discussion Summary:** Christa talked about the challenge of responding to inquiries of people who want to know when they will get service. She said that one of the ways of dealing with that is to put in a bigger buffer in the timing on our public maps on the websites so that GB Members and the public can access the information themselves. The proposed communication plan asks that If you have a question, or you need more information, instead of contacting staff, you send an email to [inquiries@nekcvt.org](mailto:inquiries@nekcvt.org) so that our Map Ambassadors, Brian and John, will

respond to you, backed up by Kitty. We are finishing “signatures”, which are scripts that can be tweaked to fit each inquiry, that can then be put in as signatures in google mail to facilitate quick emails. Nick said that it is not sustainable to address all inquiries that are made in a scattered way. He sees this proposed Communications plan as a clear process that we will need to hold each other accountable to. There will also be a process to improve the process as well. Staff has put in a huge amount of effort in putting timing on the maps but there are still a majority of addresses that we don’t know when we’ll get there because we don’t have secured funding. It would be irresponsible to propose a date.

Christa clarified that there are two sets of maps, one is the Public Information maps on the website and the other is the Map Ambassador Map that John and Brian can use to help get you maps and address lists from, including statistics and crowdfiber registrations for Town Meeting Day.

Jeremy mentioned that it would be helpful for the upcoming Town Meeting Day Talking Points to cover our mission, how many are underserved or undeserved that we’ve reached with service so far, and how many we still need to get to and what it will cost. Christa said she would include that information in the Talking Points this year and that statistics about each town will be distributed to the town’s GB members by the next EC meeting.

Paul suggested that it might be a better idea to pass inquiries that are made by individuals to the professional customer service people at WCVT. Nick and Christa will take that idea into consideration and talk with Tonya about it as well.

The idea is for the EC to act as a filter so that we don’t have as much interaction between staff and GB members. We will try this and then do a review of it to see what is working and what isn’t. Nick reiterated that going forward he hopes everyone will use and encourage each other to use the Communications process.

### Adjourn

<b>Motioned: Chuck Burt</b> <b>Seconded: Mike Strait</b>	<b>Passed with no objections</b> <b>Passed with objections</b> <b>Failed</b>
<b>Motion: To adjourn at 6:59 pm.</b>	Passed with no objections

*Drafted by Kitty Ufford-Chase*