

**Minutes**

**May 19, 2021**

WiredWest Board of Directors and Executive Committee Meeting

Online

**Attending:** Jim Drawe, Doug McNally, Jeff Piemont, David Gordon, Sheila Litchfield, Kent Lew, David Dvore, Art Schwenger, Don Hall, Kathy Soule-Regine, MaryEllen Kennedy

Guests: Jessica Drawe

**Called to order at:** 6:33 pm

**Approval of the warrant by Executive Committee**

Moved: Kent

Seconded: David

|  |  |
| --- | --- |
| **Name** | **Vote** |
| Doug | y |
| David | y |
| Kent | y |
| MaryEllen | y |

David notes P&L needs to be corrected to match the warrant

Warrant is approved.

**Approval of Minutes**

April 21, 2021

Moved: Doug

Seconded: MaryEllen

Result: Minutes approved with edits.

**Report from the Executive Director**

See ‘Notes for 5 19 meeting’

Jim sent a proposal from an auditing firm recommended by Jessica. He has just received another name and will contact them. He expects he will have a contract for approval at the next board meeting. Jim will check with auditor whether WiredWest and the towns can be audited by the same person. Jeff notes the proposal states payment will be $2k/month for 12 months, but the total is $12,000.

On transferring money from MLP to the town, we were told that the MLP should make a donation to the town, and the town needs to set up a donation account. MaryEllen will send statement to the towns.

7 folks are receiving Lifeline at this time, Jim has not seen any EBBP beneficiaries yet.

MBI redundancy – Jim told WCF we’d be willing to purchase dark fiber for the northern ring. David would like Jim to confirm that they are planning multiple connections for each town.

Env monitoring – Joe Parda agreed to include yearly testing in the bids.

Renewal – Kent has requested that Jim make sure there will be no material changes or we should be warned well in advance.

Jim will ask WCF to throttle non-paying VoIP customers.

**Vote on electronic payments**

Jim Drawe proposes that recurring bills to WiredWest be paid electronically. Discussion and vote.

We have a number of expected bills each month. It is faster to make these payments electronically. Jessica has found timing after receiving, approval by a meeting makes the bill payment late. Kathy notes USPS delivery has been very late at times.

Motion to authorize electronic payments for bills approved on a warrant, with autopay allowed for our regular monthly liability insurance to Hanover and monthly salary. The auto payments to be reviewed and authorized on a yearly basis, on policy renewal or other change to payment.

Moved: Kent

Seconded: Jeff

Becket: Jeff

Heath: Sheila yes

New Salem: yes

Rowe: yes

Washting: yes

Windsor: yes

Motion carries

**Finance Report**

Escheated money now can be claimed.

Becket and Heath will have some customers this FY, so Jim expects they will receive a small distribution.

CAF II - Jim seeking clarification from DOR on whether there are any restrictions on the use of the funds and what accounting is needed on the use of funds. Kent - there is no reporting requirement by the FCC. Jim will send a request for clarification to DOR.

Refund status

**Executive Session –** not held.

**Town updates**

Doug – expects Windsor to be complete by end of June.

Kent – Senator Hinds says there is a bill to allow towns to have an additional year of paying notes.

Terms & Conditions – we will vote on this at next meeting – Wed May 26 6:30. Jim to remove “and for the following…”

**Other business which could not be reasonably foreseen within 48 hours of meeting**

**Confirm next BoD meetings**

June 16 6:30pm

July 21 6:30pm

Future - every 3rd Wednesday at 6:30pm

**Adjourn** Moved David, Second Jeff – 8:09pm