

**Page County Broadband Authority
Board Room, Page Memorial Hospital
October 20, 2021 @ 3:00 p.m.
AGENDA**

Call to Order Chairman Miller

Roll Call

Approval of Draft Agenda Chairman Miller
Requested action: Motion for approval of draft agenda

Approval of September 22, 2021 Meeting Minutes* Chairman Miller
Requested Action: Motion for approval of meeting minutes

Reports

Shentel James Funkhouser

Subcommittee - Strategic Plan Gary Grant

Old Business Items

New Business Items

Review and Approval of Accounts Payable* Brandon Davis

Closed Session David Reed

The purpose of the closed session is the discussion or consideration of the investment of public funds where competition or bargaining is involved, where, if made public initially, the financial interest of the governmental unit would be adversely affected, as permitted by Virginia Code Section 2.2 3711(A)(6).

Authority Member Comments Chairman Miller

Adjournment Chairman Miller



Page County Broadband Authority September 22, 2021 - Minutes					
	Authority Members		Others Present		Citizens/Guests
✓	Bernie Miller	✓	Brandon Davis-NSVRC	✓	Alex Phillips
✓	Gary Grant	✓	James Funkhouser-Shentel	✓	David Reed
✓	Travis Clark		Shelley Owens - NSVRC		
✓	Josh Hahn	✓	Tina Alley - NSVRC		

Call to Order: Chairman Miller called the meeting to order at 3:00 p.m. on September 22, 2021, in the Board Room of the Page Memorial Hospital in Luray, VA., and by Zoom meeting for those unable to attend the meeting in person. All board members were physically present.

Approval of the Agenda: Mr. Miller asked if there are any changes to the agenda. Mr. Clark made a motion to approve the agenda and it was seconded by Mr. Grant. The motion carried unanimously.

Approval of the Minutes: Chairman Miller asked for a motion to approve the minutes from August 24, 2021, meeting. So, moved by Mr. Clark as presented and seconded by Mr. Grant. The motion carried unanimously.

Reports:

David Reed of Reed & Reed PC, the firm currently handling legal representation for the Authority indicated he has a meeting setup with the County Attorney and County Administrator to discuss the Authority’s future. After his meeting with them, he will share details with the group.

Alex Phillips provided an update on a grant he received from the Cares Act. His presentation provided a network map of new sites for build-out of a fixed wireless network to provide coverage in select areas of the County.

Mr. Miller inquired how soon this project will be functional and Mr. Phillips indicated everything will be online by the end of the year. Members participated in a discussion of technology and locations for new sites.

Mr. Miller thanked Mr. Phillips for his presentation.

Subcommittee – Strategic Plan – Mr. Grant indicated that he has reached out to the County Administrator of Nelson County, Virginia for a conversation to discuss how their relationship with their broadband authority has evolved to include the disposition of authority assets.

Review and Approval of Accounts Payable: Mr. Davis presented accounts payable consisting of NSVRC administration & Expenses (\$3,431.30) and board stipends (\$150.00). Mr. Clark made the motion to pay the bills in the amount of \$3,581.30 out of the administrative funds. The motion was seconded by Mr. Grant and was carried by roll call vote:

Mr. Grant – Aye
Mr. Clark – Aye
Chairman Miller – Aye
Josh Hahn - Aye

Public Comment: None.

New Business: None

Closed Session: Chairman Miller indicated there is no need for a closed session at this time.

Board Member Comments:

Hearing no further business, Chairman Miller adjourned the meeting.

Brandon Davis, Secretary/Clerk

Page County Broadband Authority

Balance Sheet

As of October 19, 2021

	<u>Oct 19, 21</u>
ASSETS	
Current Assets	
Checking/Savings	
1100-00 · Administrative Funds	102,094.91
1120-00 · C.D. #625293 Pioneer Bank	74,667.58
Total Checking/Savings	<u>176,762.49</u>
Total Current Assets	176,762.49
Fixed Assets	
1410-00 · Fiber Optic Infrastructure	1,696,915.91
1420-00 · Buildings	30,746.00
1500-00 · Accumulated Depreciation	-604,184.00
Total Fixed Assets	<u>1,123,477.91</u>
TOTAL ASSETS	<u>1,300,240.40</u>
LIABILITIES & EQUITY	
Liabilities	
Current Liabilities	
Accounts Payable	
2000-00 · Accounts Payable	150.00
Total Accounts Payable	<u>150.00</u>
Total Current Liabilities	<u>150.00</u>
Total Liabilities	150.00
Equity	
32000 · *Retained Earnings	1,298,900.39
Net Income	1,190.01
Total Equity	<u>1,300,090.40</u>
TOTAL LIABILITIES & EQUITY	<u>1,300,240.40</u>

**Page County Broadband Authority
Profit & Loss Budget Performance
July 1, 2021 through October 19, 2021**

	<u>October 19, 2021</u>	<u>Budget</u>	<u>Budget Balance</u>
Income			
4100-00 · UNRESTRICTED REVENUES			
4100-10 · Corp. Sponsorships/Rent Revenue	25,000.00	25,000.00	0.00
4105-10 · Sales Revenue	0.00	0.00	5,000.00
4180-00 · Interest Income	34.31	0.00	-34.31
Total 4100-00 · UNRESTRICTED REVENUES	<u>25,034.31</u>	<u>25,000.00</u>	
Expense			
5025-00 · ADMINISTRATIVE EXPENSES			
5025-05 · NSVRC - Administration/Planning	3,000.00	12,000.00	9,000.00
5025-08 · Authority Attorney - Legal Fees	300.00	5,154.00	4,854.00
5025-10 · Audit Preparation Fees	0.00	2,600.00	2,600.00
5025-15 · Depreciation Expense	17,152.00	0.00	-17,152.00
5025-17 · Liability Insurance Expense	2,811.00	2,821.00	10.00
5028-00 · PCBA Board Member Stipends	450.00	1,200.00	750.00
5026-00 · Web Hosting Fees	29.90	250.00	220.10
5030-00 · Subscriptions & Public Notices	0.00	375.00	375.00
5050-70 NSVRC Mileage Reimbursements		250.00	250.00
5075-00 · Xerox Copies	101.40	350.00	248.60
Total 5025-00 · ADMINISTRATIVE EXPENSES	<u>23,844.30</u>	<u>25,000.00</u>	
Net Income	<u><u>1,190.01</u></u>	<u><u>0.00</u></u>	

* Operational net income excluding depreciation expense: \$ 18,342.01

Page County Broadband Authority - Accounts Payable

Submitted for approval 10/20/2021

<u>EXPENDITURES:</u>	<u>Invoice #</u>	<u>Description</u>	<u>Amount</u>
1. Travis Clark		FY2022 10/20/2021 Board Mtg. Stipend	50.00
2. Bernie Miller		FY2022 10/20/2021 Board Mtg. Stipend	50.00
3. Gary Grant		FY2022 10/20/2021 Board Mtg. Stipend	50.00
TOTAL ACCOUNTS PAYABLE:			<u>\$ 100.00</u>