



Page County Broadband Authority					
July 12, 2016 - Minutes					
	Authority Members		Others Present		Citizens
✓	Chairman Bill Shuler	✓	David Cooper	✓	Jay Deadman (EDA)
✓	Vice Chair Bernie Miller				
✓	Travis Clark (5:10)				
✓	Ryanne Hodson				
✓	Ron Keyser		Media		
✓	Harry Louderback				

Call to Order: Chairman Shuler called the meeting to order at 4:00 pm on July 12, 2016, in the Board Room of the Page Healthcare Medical Office Building in Luray, VA.

Approval of the Agenda: Chairman Shuler asked for a motion to approve the agenda as presented. So moved by Mr. Keyser and seconded by Mr. Louderback. The motion carried unanimously.

Approval of the Minutes: Chairman Shuler asked for a motion to approve the minutes from the April 19, 2016, meeting. Mr. Keyser inquired about the amount of the NSVRC administrative services contract amendment. Staff will confirm whether the amended total is \$18,500 or \$18,700. Ms. Hodson inquired about the new providers joining the network mentioned in the Shentel Network Operations Report. Mr. Keyser noted that names typically aren't provided until agreements are finalized. Chairman Shuler noted that 'will soon be joining the network' should be changed to 'may soon be joining the network'. Mr. Keyser made a motion to approve the minutes as amended and it was seconded by Mr. Miller. The motion carried unanimously.

Administrative Reports:

PCBA Financial Report: Mr. Cooper presented the Balance Sheet and Profit and Loss Budget vs. Actual, for the period July 2015 through June 2016. Mr. Louderback noted that the County has approved the \$8600 PCBA allocation for FY2017, which was the amount requested. Chairman Shuler confirmed this, pointing out that the funds have been approved, although not yet received. Ms. Owens will submit an invoice on behalf of the Authority.

Shentel Network Operations Report: Chairman Shuler reported that James Funkhouser is on vacation and available by telephone but members decided that it wasn't necessary for this meeting. Mr. Miller expressed his concern about the level of support and communication currently being provided by Shentel, particularly on potential customers. After discussion, Chairman Shuler indicated that the Authority could go into Executive Session for discussion with Shentel, provided that Freedom of

Information Act criteria are met.

Review & Approval of Accounts Payable: Chairman Shuler asked for a motion to approve the accounts payable. Mr. Keyser made a motion to approve payment of NSVRC Invoice 815-2016 for \$1717.22 for administrative services, NSVRC Invoice 816-2016 for \$1833.79 for audit hours, and \$200.00 per member for Q4 Board stipends, for a total of \$800. The disbursements total is \$5,558.13. The motion was seconded by Mr. Miller and carried by roll call vote:

Mr. Miller – Aye
Mr. Louderback – Aye
Mr. Keyser – Aye
Ms. Hodson – Aye
Chairman Shuler – Aye

Review & Approval of FY2017 Draft Budget: Mr. Cooper presented the FY2017 draft budget to members. He noted that Ms. Owens has requested that the annual audit be scheduled during the first week in September, due to other audits she will be involved with prior to that time. Members agreed with that scheduling request. After review and brief discussion of the budget, Mr. Keyser made a motion to approve the draft budget as presented and it was seconded by Mr. Louderback. The motion carried unanimously.

Review & Approval of FY2017 NSVRC Administrative Services Agreement: Members reviewed the FY2017 NSVRC Administrative Services Agreement. The terms are the same as previous agreements, with the addition of language regarding the variable nature of the fringe rate and indirect rate. Chairman Shuler requested a motion to execute the agreement. So moved by Mr. Louderback and seconded by Mr. Keyser. The motion carried by roll call vote:

Mr. Miller – Aye
Mr. Louderback – Aye
Mr. Keyser – Aye
Ms. Hodson – Aye
Chairman Shuler – Aye

Old Business Items

Update on (OIG) Office of Inspector General Sustainability Audit: Chairman Shuler announced that requested information has been submitted to the OIG. Mr. Cooper reported that he had received four questions from the OIG and Chairman Shuler provided responses for them.

PCBA Web Presence: Mr. Miller inquired about the status of the website. Mr. Cooper reported that he was still waiting on a response from James Funkhouser with Shentel. Chairman Shuler indicated that he would try to contact him.

Public Comment: Jay Deadman, citizen and EDA member, spoke to members on the importance of being able to provide prospective businesses with information regarding the cost and availability of internet access. This information is not readily available and is an important consideration for business location decisions.

Authority Member Comments: Mr. Keyser noted the obituary of Dave McClure, who had served as a PCBA consultant. He also reported that the new President & CEO of Shenandoah Valley Electric

Cooperative came from a company that provided both electricity and broadband. After brief discussion, it was decided that Mr. Keyser and Mr. Miller would contact him to explore collaboration possibilities.

With no other business, Chairman Shuler adjourned the meeting at 5:20 pm.

David Cooper, Clerk