

## **Minutes of the Virtual Meeting of the MINET Board of Directors, October 28, 2021, 4:30 PM**

### **In attendance:**

Board Members, present: David Ritchey, Marty Wine, Tom Takacs, Chris Lopez, Tom Pessemier

Not present: Michael Hicks

Staff Present: PJ Armstrong, John Cooper, Jason Saunders

Guests Present: Attorney Chad Stokes, CCG Consultant Doug Dawson, Anne Scheck

### **Chair David Ritchey opened the meeting at 4:31 PM.**

There was no **public comment**.

### **Consent Agenda**

Minutes of the September 23 meetings. **Marty Wine moved to approve the minutes, Tom Takacs 2<sup>nd</sup>. Motion passed unanimously.**

### **Introduction of CCG Consultant Doug Dawson**

Doug discussed the GM recruiting process. Creating job description, identifying recruiting platforms and posting, ranking GM candidates, and the different approaches to selection. Relayed the history of past GM hiring for MINET. Doug also relayed his experience in recruiting GMs for similar ISPs.

### **Financial Report**

John Cooper presented the financial package. He reviewed the revenues, expenses, and resulting net operating income for September and other current financial related information.

### **Sales/Marketing/CSS Report**

Jason Saunders presented service numbers.

Ashley Terry and Emily McKnight gave CSS report on first month of EZ Video shutdown process which is going smoothly and has been well received by our MINET and WVF customers.

Marty passed on concern from city councilors that MINET is no longer a triple play provider. PJ and Jason responded with confirmation that the drop of Cable services is being well received.

### **Operations Report/GM Report**

*PJ Armstrong will give the Operations/GM report during the search process.*

Outside plant/Inventory:

PJ Armstrong relayed that the ONT system upgrades performed during the weeks of October 11-15th were very successful with minimal issues. Firmware update was performed the following week and was overall very successful. This upgrade creates a solid baseline for the voice switch transition project, moving to a cloud based system and decommissioning of the metaswitch. Chad has blessed the proposed contract.

City wireless project network is active and ready. Final 3 sites should be ready very soon. PJ will be meeting with Central School District to set up students with access to this system.

MINET has made significant progress with multi-use buildings, Young building in Independence and Monmouth Commons.

GM Report:

Following Don's retirement PJ pulled together the entire staff for a meeting and everything is business as usual and operating without change.

**At 4:58 PM, Chair David Ritchey took the meeting into executive session,** citing:

**Expansion Opportunities:**

*(The MINET Board of Directors will now meet in executive session pursuant to ORS 192.660 (2) (f); To consider information or records that are exempt from public inspection. Representatives of the news media and designated staff shall be allowed to attend the executive session. All other members of the audience are asked to leave the room. Representatives of the news media are specifically directed not to report on or otherwise disclose any of the deliberations or anything said about these subjects during the executive session, except to state the general subject of the session as previously announced. No decision may be made in executive session. At the end of the executive session, we will return to open session and welcome the audience back into the room.)*

**At 5:14 PM the Chair ended the executive session and return to open session.**

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**Cable Services:**

*"The MINET Board will now meet in executive session. The executive session is held pursuant to ORS 192.660(2)(h), to consult with counsel concerning the legal rights and duties of a public body with regard to current litigation or litigation likely to be filed. Representatives of the news media and designated staff shall be allowed to attend the executive session. All other members of the audience are asked to leave the room. Representatives of the news media are specifically directed not to report on any of the deliberations during the executive session, except to state the general subject of the session as previously announced. No decision may be made in executive session. At the end of the executive session, we will return to open session and welcome the audience back into the room."*

**At 5:23 PM the Chair ended the executive session and return to open session.**

**GM Search Process – Work Group**

David Ritchey: Who wants to be on the work group for the GM selection process. David answered Marty's question about the time requirements which are 2-3, 20-30 minute meetings in advance of BOD meetings. There were 2 volunteers being David Ritchey and Marty Wine.

**Ongoing Board Business**

Expired Franchise – No progress reported

Updated IGA – no information available

**Next Meeting**

Chair: Next meeting is December 16, 4:30 PM.

**Meeting was adjourned at 5:26 PM.**