

**Meeting Information: Regular Meeting of the Board; June 9, 2010**

<b>Meeting Description: Regular Meeting of Eastern Shore of Virginia Broadband Authority</b>	
<b>Date: June 9, 2010</b>	<b>Location: Accomack Airport</b>
<b>Time: 3:00 – 5:00 pm</b>	<b>Call In Phone no: NA</b>

**Participants: (✓ marks present; X marks absent; ☎ a dial-in attendee non-voting)**

	Name		Name		Name
X	Katie Nunez	✓	Mike Zodun	✓	Joe Caffrey
✓	Steve Miner	✓	Dimitri Plionis	✓	Pat Coady
✓	Cheryl Tyson	✓	Nicholas Pascaretti	✓	Melinda McPeek

Also in Attendance: Terry Malarkey

Steve Miner called the meeting to order @ 3:08 PM

**Agenda Topics/Action Items:**

<p><b>1) Public Comment</b> – Terry Malarkey inquired about the possibility of collaboration with A &amp; N Electric Cooperative. Coady explained that ESVBA and A&amp;N have been in discussion regarding ways they might collaborate.</p>
<p><b>2) Review of Minutes</b> May 12, 2010 and May 19, 2010 board meeting minutes were reviewed and <i>motioned to be approved by Caffrey, seconded by Plionis, Zodun abstained from voting on May 12<sup>th</sup> minutes due to absence, vote carried.</i></p>
<p><b>3) Treasurer’s Report</b></p> <p>a) Financial Statements –Tyson presented for review a Profit &amp; Loss July 1, 2009 through May 31, 2010 and Balance Sheet through May 31, 2010. (see 3a.i and 3a.ii <b>attached</b>). <i>Caffrey motioned to approve the financials, Zodun seconded, vote carried unanimously.</i></p> <p>b) Audit - Tyson informed the Board that Northampton County has secured Robinson, Farmer, and Cox to conduct their annual audit, and recommended that ESVBA accept Northampton’s recommendation to secure Robinson, Farmer and Cox as well. <i>Plionis motioned to accept the recommendation, Caffrey seconded, vote carried.</i></p> <p>c) Operating Budget FY2011 – Tyson presented the draft budget for FY2011 (see 3b <b>attached</b>). Plionis asked for clarification on government revenue and Miner requested that Katie Nunez provide details regarding the Northampton County School District contract with Verizon at the July meeting. Miner requested a report be provided to the Board illustrating available resources to meet budget shortfalls. Plionis suggested the budget be referred to as the operating budget. <i>Plionis motioned to adopt the FY2011 Operating Budget with the proviso that an amended budget be provided to the Board with details showing resources available to offset shortfalls, Zodun seconded, vote carried unanimously.</i></p>
<p><b>4) Status Reports</b></p> <p>a) Agreements Worksheet – Pascaretti provided an update on the status of agreements (see 4a</p>

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**attached**). Pascaretti updated that ESVBA is working with Maryland Broadband to assist in building their network to Baltimore in order to connect with service from Cogent Communications. Tyson updated that the Onancock Engineering Agreement is complete.

- b) Project Manager's Status Report – Tyson presented the project management report updating the board on overall project status and priorities (see 4b **attached**). Tyson and Pascaretti gave an update on the Rt.175 Hut (NASA Visitor's Center). Pascaretti informed that the network is lit and has been tested between Cheriton Hut and Cox.

**5) New Business**

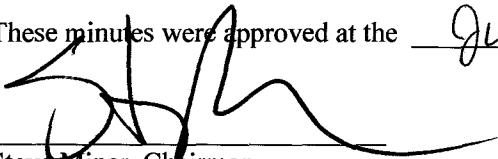
- a) By-Law Amendments – Coady presented a draft of amended by-laws (see 5a **attached**). Caffrey will review Treasurer's role and suggest revisions and Coady will review the annual meeting requirements. Further discussion and adoption was deferred to the July meeting.
- b) Procurement Policy – Coady discussed major points of the draft procurement policy (see 5b **attached**). *Caffrey motioned to adopt the procurement policy, Plionis seconded, vote carried unanimously.*
- c) Executive Director Authority Delegation – Coady suggested the Board increase the level of Executive Director Authority to correspond to updates made to the Virginia Public Procurement Act. *Plionis motioned to increase the Executive Director Authority to \$50K, Caffrey seconded, vote carried unanimously.*
- d) Public Private Partnership - Coady presented a draft of the ESVBA Guidelines for Public-Private Education Facilities and Infrastructure Act of 2002 (see 5d **attached**). Discussion and adoption deferred to the July meeting after further review.
- e) Closed Session - Motion to enter into closed session according to Section 2.2-3711 of the Code of Virginia of 1950, as amended; (A) Paragraph 1: Discussion, consideration, or interviews of prospective candidates for employment; assignment, appointment, promotion, performance, demotion, salaries, disciplining, or resignation of specific public officers, appointees, or employees of any public body, AND Section 2.2-3711 of the Code of Virginia of 1950, as amended; Paragraph 34: Discussion or consideration by a local authority created in accordance with the Virginia Wireless Service Authorities Act (§ 15.2-5431.1 et seq.) of confidential proprietary records and trade secrets excluded from this chapter pursuant to subdivision 19 of § 2.2-3705.6. *made by Zodun, seconded by Plionis, and carried unanimously.*
- f) After closed session, the Chairman reconvened the meeting. *Motion was made by Plionis, seconded by Zodun, that the Board had entered the closed session for that purpose as set out in Paragraph 1 and Paragraph 34 of Section 2.2-3711 of the Code of Virginia of 1950, as amended.* Roll call vote taken – Vote was that no other business discussed than as advised per Paragraph 1. All members present voted affirmative.

**6) Next Meeting Date**

The next regular board meeting is scheduled for July 14, 2010 at 3:00 PM at the Accomack Airport.

Meeting adjourned at 5:40.

These minutes were approved at the July 14, 2010 meeting of the ESVBA.

  
Steve Miner, Chairman

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Melinda McPeek, Secretary