

Meeting Information: Regular Meeting of the Board; November 10, 2010

Meeting Description: Regular Meeting of Eastern Shore of Virginia Broadband Authority	
Date: November 10, 2010	Location: Accomack Airport
Time: 3:00 – 5:00 pm	Call In Phone no: NA

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
✓	Nicholas Pascaretti	✓	Melinda McPeek		

Public Present: Terry Malarkey

Steve Miner called the meeting to order @ 3:10 PM

Agenda Topics/Action Items:

<p>1) Public Comment – Terry Malarkey commented on the ESVBA 2 Year Progress Report and inquired about Floyd County’s success rate with federal funding for broadband.</p>
<p>2) Review of Minutes</p> <p>a) Regular board meeting minutes from October 13, 2010 were reviewed and <i>Plionis motioned to approve the minutes, Caffrey seconded, and Zodun abstained, vote carried.</i> Special meeting minutes from October 15, 2010 were reviewed and <i>Plionis motioned to approve the minutes, Caffrey seconded, and Miner abstained, vote carried.</i> Special meeting minutes from October 19, 2010 were reviewed and <i>Plionis motioned to approve the minutes, Caffrey seconded, and Miner abstained, vote carried.</i> Special meeting minutes from November 8, 2010 were reviewed and <i>Plionis motioned to approve the minutes, Caffrey seconded, and Miner abstained, vote carried.</i></p>
<p>3) Treasurer’s Report</p> <p>a) Financial Statements – Coady asked if anyone had questions about the financial statements in the board packet: Profit & Loss October 2010, Balance Sheet as of October 31, 2010, Statement of Cash Flows October 2010, and Budget vs. Actual July-Oct 2010 (see 3a.i, 3a.ii, 3a.iii, 3a.iv attached). Coady provided an update on Northampton County becoming the fiscal agent for ESVBA.</p> <p>b) Proposed Budget Amendments - Coady presented an overview of the proposed operating budget amendments. Miner inquired about the increase in payroll expense and requested a complement of positions with salaries. Discussion of particular positions and salaries was deferred to closed session. Coady presented a handout with an overview of current cash positions (see 4b attached). Miner requested a pro forma showing revenues, expenses, and cash flow projections.</p>
<p>4) Status Reports</p> <p>a) Project and Sales Status Report – Pascaretti presented a handout with an overview of project status and sales (see 4b attached). Miner requested a map showing the fiber network – built, proposed, and indicating funding sources. Miner will find out if the county can convert ESVBA’s CAD files to GIS.</p> <p>b) CDBG-R Scope Update – Pascaretti explained that the new scope and budget for CDBG-R had been approved by DHCD pending a public hearing on November 22, 2010 (see 4b attached).</p>

**Eastern Shore of Virginia
Broadband Authority
Board Meeting Minutes**

5) New Business

a) Personnel Policy –

- i) Coady presented employment classifications to be added to the Personnel Policy. Plionis commented on sick leave accumulation in the current policy and a committee was formed to further discuss alternative options for personal and sick leave. Plionis and Caffrey were appointed to the committee.
- ii) Coady presented a draft ESVBA 2010/11 holiday schedule. Plionis motioned to approve the holiday schedule amended to include a substitute day for holidays that fall on a weekend (Friday off for Saturday/Monday off for Sunday) and one floating holiday with prior approval Caffrey seconded, motion carried unanimously.

b) ESVBA Employee/Contractor Status – Deferred to closed session for personnel.

c) Chincoteague Agreement – Plionis motioned to approve the revised Chincoteague Agreement (see **attached 5c**), Caffrey seconded, motion carried unanimously.

d) 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 *made by Plionis, seconded by Caffrey*. The following board members were present: Caffrey, Plionis, Miner, and Zodun and voted affirmative.

e) After closed session, the Treasurer reconvened the meeting. *Motion was made by Plionis, seconded by Caffrey that the Board had entered the closed session for that purpose as set out in Paragraph 1 and 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 and 7. The following board members were present: Caffrey, Plionis, Miner, and Zodun voted affirmative.

6) Next Meeting Date

The next regular board meeting is scheduled for December 8, 2010 at 3:00 PM at the Accomack Airport.

These minutes were approved at the December 8, 2010 meeting of the ESVBA.


Steve Miner, Chairman

Copy to:


Melinda McPeek, Secretary