

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

Meeting Information: 2008

Meeting Description: Eastern Shore of Virginia Broadband Authority Board Meeting	
Date: August 19, 2008	Location: Accomack Airport
Time: 9:30 am – 12:00 p.m.	Call In Phone no: N/A

Participants: (√ marks present; ☎ a dial-in attendee)

	Name		Name		Name
√	Joe Caffrey	√	Cheryl Tyson	☎	Andrew Cohill, Design Nine
√	Mike Zodun	√	Barbara Schwenk	x	Elaine Meil
√	Steve Miner	x	John Quinlan	√	Charlie Stanton for Jim Webb
√	Dimitri Plionis	√	Katie Nunez	√	Sharon Massie, BaySys Technologies LLC

Action Items:

Action	Responsibility	Required By
1. Minutes for the June 3 & 25 and July 23 meetings were reviewed and accepted by motion of Nunez, seconded by Zodun and carried unanimously. Add to Minutes book	Barb	September 10
2. Mission/Business Plan a. No conversation with Pete Lalor to report. b. Several board members met with Lynwood Lewis on August 11. Explained that business plan was not yet solidified, Universal access was the main concern LL had. c. C Tyson to attend Broadband Roundtable on Sept 9 by motion of Nunez, seconded by Zodun and carried unanimously. She will also set up a meeting with Aneesh Chopra and Karen Jackson to update them on ESVBA project. d. Discussion on confusion caused by mission statement as written resulted in vote to suspend it at this time and have it vetted by an attorney. The motion to	Cheryl	September 9

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unanimously to pay the bills.		
5. Corporate Updates a. Incorporation date – decisions made prior? b. 501c3 status – not started c. Updated filing of SCC documents – Barb reported that SCC change of registered agent was completed and is now the Accomack-Northampton Development Corporation. d. Informal Board Meetings – policy on informal meetings relative to Freedom of Information Act – discussion but no resolution.	Steve will consult county attorney Barb Complete	September meeting September meeting
6. Agreements Review and Update – worksheet attached.	Cheryl	1 st week of September
7. Procurements a. Legal update – Barb reported two responses. Review 1 st week of September b. Engineering update – Katie will organize review of seven responses with committee members Mike Zodun, Tom Bonadeo, and John Quinlan.	Barb/Cheryl Katie	1 st week of Sept. September 10
8. Charter Communications – report that they are interested in keeping their physical plant at this time.		
9. Communications Plan Update a. Joe presented some logo ideas done by Mark Danes. Idea for tagline was: The Place to Connect. Email any other tagline ideas to Joe. b. Press Release – send to Cheryl at Verizon.net address.	Joe/All Joe	Email new versions to the Board as available. Week of 8/25

To Do Items: (Added to agenda for next meeting)

Description
Business model – review info from other communities, formulate questions, and discuss with Design Nine September 18 or 19. Make decision at October meeting.

List of Attachments by Agenda Item:

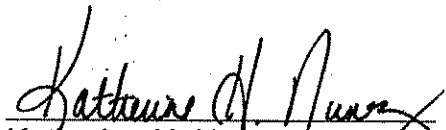
Description
#2 - Mission Statement, two Tables from Andrew

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#4 – Financial Reports and Bills Payable
#6 – Agreements Worksheet
#9 – Logo samples

The meeting was adjourned at 12:07 pm.

These minutes were approved at the October 8, 2008 meeting of the ESVBA.


Katherine H. Nunez, Chairman

Copy teste:


Barbara C. Schwenk, Secretary