

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

Meeting Information: 2008 – Purpose of meeting:

Special meeting with Virginia Department of Housing and Community Development to discuss scope and timing for construction of fibre optic backbone and community networks.

Meeting Description: Eastern Shore of Virginia Broadband Authority Meeting – Special Meeting	
Date: November 14, 2008	Location: ES Chamber of Commerce, Melfa
Time: 1:00 – 4:00 pm	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	√	Elaine Meil
√	Steve Miner	√	John Quinlan	√	Kat Edwards, A-NPDC
√	Dimitri Plionis	√	Katie Nunez		

Additional participants:

Patrick Coady, Marketing Committee
 Cecil Kuhse, Adesta Group LLC
 Denise Ambrose, DHCD
 Matt Fitzgerald, DHCD
 Wayne Fitchett, A&N Electric Cooperative
 Tom Larson, A&N Electric Cooperative
 Todd Christensen, DHCD
 Tom Bonadeo, Technical Committee

Action Items:

Action	Responsibility	Required By
Discussion on setting master plan priorities: 1. Heaviest users earliest 2. Look for clusters 3. "low-hanging fruit" – ease of connection		
Listed potential customers in both counties and in individual towns (list is a separate document)	Cheryl	
Discussed using DHCD funds (if any are remaining after bids come in on 11/24) to hire a marketing person to sign up customers – possibly on commission basis.	On hold until after bid opening.	

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DHCD suggested setting up a videoconferencing center for demonstration and sales tool.		
Question on how many months of revenue to breakeven point – not easy to determine yet. Business Plan will spell this out.	Andrew	
Discussion of 7 “rings”: <ol style="list-style-type: none"> 1. Onancock/Accomac/Parksley 2. Exmore/Belle Haven 3. Nassawadox 4. Chincoteague 5. Wallops Research Park 6. Cape Charles 7. Eastville 		
Suggestion from DHCD to apply for \$1 million line of credit from Virginia Community Capital. Need \$500K in escrow to secure. \$200K could come from Onancock and Chincoteague, balance from someplace else. No decision on where the \$300K would come from. DHCD suggested counties.	Katie Nunez/Steve Miner	

Key Decisions:

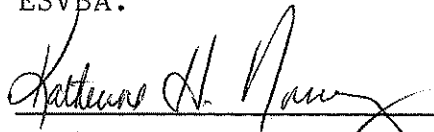
Decision	Impact	Follow up
Need to get patient data from SHS for possible LMI benefit for CDBG application – Mike Zodun suggested contacting Gene Erb at Shore Memorial Hospital for this information.	CDBG eligibility	Cheryl

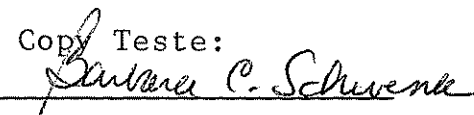
To Do Items: (Added to agenda for next meeting)

Description
Andrew Cohill will prepare maps – one for each area with cost estimates for each, and will analyze how many customers are needed at what rate to make the rings viable.

The meeting was adjourned at 4:15 pm.

These minutes were approved at the January 7, 2009 meeting of the ESVBA.


 Katherine H. Nunez, Chairman

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 Barbara C. Schwenk, Secretary