

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

Meeting Information: Regular meeting of the Board, November 19, 2008

Meeting Description: Eastern Shore of Virginia Broadband Authority Board Meeting	
Date: November 19, 2008	Location: Accomack Airport
Time: 8:00 – 9:30 am	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		
√	Dimitri Plionis		Katie Nunez		

Action Items:

Action	Who/When
<p>1. Review of Minutes of November 5 Board meeting and November 14 special meeting minutes. The November 14 minutes were not presented. The 11/5 board minutes were approved as amended by a motion of Caffrey, seconded by Plionis and carried unanimously. Revisions included changing to a two-column format, and several textual changes.</p>	Schwenk December 10
<p>2. Treasurer's Report</p> <p>a) a list of Accounts Payable that consisted only of the Board members compensation was presented (see 2.a.1 attached). Miner opted to waive his compensation because of his county position and stated that he expected that Nunez would also. Plionis provided a "Draft Policy for Informal or Impromptu Board Members Gatherings" (see 2.a.2. attached). This was deferred until next meeting when Nunez will be present.</p> <p>b) Insurance – further research is needed. Suggested consulting Accomack County's risk manager to ask if limits are adequate.</p>	Tyson, add to December 10 agenda Schwenk/Meil December 10
<p>3. Old Business</p> <p>a) Discussion on what is covered for compensation. Some confusion about what constitutes a board meeting. Agreed that members must be physically present to receive compensation. Miner stated that he would not take his</p>	A-NPDC December 10

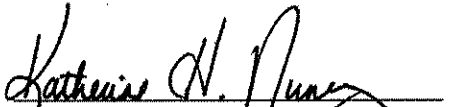
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<p>stipend. This compensation includes mileage as well – no separate compensation for mileage. A-NPDC is instructed to prepare checks for Zodun, Plionis, and Caffrey.</p> <p>b) Equipment hut locations – Cheriton: looking at Cape Charles Rescue Squad property. Tom Bonadeo is checking with squad, and Tyson will follow-up with Tom. Onley – Miner and Quinlan will set up a time to talk about locations there.</p> <p>c) Agreements worksheet (<i>attached</i> as 3.c.) VMRC – hearing on 11/25 to determine whether ESVBA will need to pay royalties. Nunez and legal counsel (Jim Cornwell) will attend</p> <p>d) Business Plan update – Almost complete but starts on October 1, 2009. Need a budget from now to 10/09. Patrick Coady is preparing a list of expenses for year “0”. Caffrey will send an email with dates and process for year “0” for business plan approval and year “0” budget.</p> <p>e) VMRC – discussed in agreements – see 3.c.</p> <p>f) Electronics RFP – tabled for future meeting in December or January.</p>	<p>Tyson/Bonadeo December 10</p> <p>Miner/Quinlan November 21 Nunez/Tyson to report December 10</p> <p>Cohill – Dec 10 Coady – January Caffrey – Dec 10</p>
<p>4. Status Reports</p> <p>a) Project Manager will email her report (<i>attached</i> as 4.a.)</p> <p>b) Design Nine – has one or two more things to complete. Information on a cooperative structure will be provided. Will request a range of options to compare potential operating models. Also need a current bill from legal counsel.</p> <p>c) A-NPDC</p> <p>i) EDA has all documentation necessary at this point. Waiting for legal review (Monday 11/17).</p> <p>ii) CDBG grants – no report in interest of time.</p>	<p>Tyson</p>
<p>5. New Business</p> <p>a) Board Meeting Schedule</p> <p>i) December 30th – still on now</p> <p>ii) Will schedule meetings for next three months through March 2009</p> <p>b) Business Development Position – tabled.</p>	
<p>6. Next Meeting date – December 10, 2008, 4:00 – 5:30 p.m.</p>	<p>Location: ES Chamber of Commerce</p>

The meeting was adjourned at 9:40 am.

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

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Katherine H. Nunez, Chairman

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Barbara C. Schwenk, Secretary