

Meeting Information: Regular Meeting of the Board; November 18, 2009

Meeting Description: Monthly Meeting of Eastern Shore of Virginia Broadband Authority	
Date: November 18, 2009	Location: ESVBA Office, Belle Haven
Time: 3:00 – 5:00 pm	Call In Phone no: NA

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

	Name		Name		Name
✓	Katie Nunez	✓	Mike Zodun	✓	Joe Caffrey
X	Steve Miner	✓	Dimitri Plionis	✓	Pat Coady
✓	Cheryl Tyson	✓	Nicholas Pascaretti	✓	Adrienne Granston
	Also attended: Terry Malarkey, Daria Finn (local residents)				

Agenda Topics/Action Items:

Call to order @ 3:05 p.m. by Katie Nunez, Chairman.

<p>1) Public Comment Malarkey asked about the 'Middle Mile' loan application (BIP/BTOP). Tyson explained that no new information was available as per the Project Manager status report.</p>
<p>2) Review of Minutes October 14th and November 4th board meeting minutes were reviewed and <i>motioned to be approved as amended by Caffrey, seconded by Zodun, abstained by Plionis and carried unanimously.</i></p>
<p>3) Treasurer's Report</p> <ul style="list-style-type: none"> a) Accounts Payable – <i>Motion to approve the accounts payable and financial statements made by Caffrey, seconded by Plionis and carried unanimously.</i> b) Financial Statements – Tyson presented for review a Profit & Loss, October 2009 and July through October 2009 (see 3.b.i and 3.b.ii attached). Tyson explained major expenses, i.e. Construction Services (Volt) and Engineering Contracting (mostly Adesta); the EDA monies will be distributed shortly. Site Certificate will be forward this week to Brian Brotherston for review and approval; and recently did a \$500k drawdown with NASA for capital to purchase material, start engineering and bonds. Currently we have in accounts receivable about \$47k from Parksley, Cape Charles and Chincoteague for preliminary engineering and project management services. Tyson also stated that she will distribute checks twice a month on the 15th and last day of the month; and will provide a Check Detail and P & L (fiscal year-to-date) report to the board at meetings.
<p>4) Status Reports</p> <ul style="list-style-type: none"> a) Agreements Worksheet – (see 4.a attached) Pascaretti discussed the status of each agreement. Exmore Hut: Sent letter to Mr. Miles requesting to be added to December 7th board meeting. LiteWorks: New agreement not added to worksheet. Recently forwarded NDA for review and execution. Upon receipt, will forward MSA. They are interested in providing wired and wireless services and signing an Agent Referral Agreement. b) Project Management – Tyson discussed the status report (see 4.b.i attached). Yellow status indicates changes, which add risks. Nunez requested legal issues re: Volt is discussed in closed

