

Wednesday, October 26, 2022

Monmouth-Independence Network Board of Directors - 5:00 pm. The public is invited to attend virtually. For agenda and call-in details: <https://www.minetfiber.com/news>

Minutes, Virtual Meeting of the MINET Board of Directors, October 26, 2022, 5 PM

In attendance:

Board Members present: David Ritchey, Marty Wine, Marty Wine, Chris Lopez, Michael Hicks, Tom Takacs.

Not Present: Robert Mason

Staff Present: PJ Armstrong, John Cooper, Ray Cruz, Jason Saunders, Tomas Cervantes

Guests Present: Attorney Chad Stokes

Chair David Ritchey **opened the meeting at 5:08 PM.**

Public Comment: None

Consent Agenda: Minutes of the September 28, 2022 meeting: Marty Wine moved to approve the minutes, Chris Lopez 2nd, motion passed unanimously.

Department Reports

Financial Report: John Cooper

- September's bottom line came down to \$193K NOI (still outperforming the budget) primarily due to \$14k in annual audit fees. Chris Lopez inquired about the expense reductions from the prior year and John said he would come back with that information at the next meeting.

Sales, Marketing, CSS report: Jason Saunders

- Jason shared the upcoming events occurring in Dallas
- The WVF website has been updated and 2 ads have been created in Business View Magazine that were endorsed by Dallas and Monmouth.
- The billboard by the high school has been changed
- The net new sales for MINET in September was 27

Operations: PJ Armstrong reported for Dakota Snow, who is on vacation

- PJ introduced Tomas Cervantes
- Tomas shared the progress on the MetaSwitch turndown process and transition to Voyant VOIP.
- Dakota is working on the log aggregation server
- Dakota has taken on the responsibility of managing MINET's Linked-In profile
- Continuing work on the city cameras and optimizing their effectiveness

- A downturn in the community WiFi usage decreased as expected with the end of summer. Signage is being installed to inform citizens of the WiFi availability
- MINET will be engaging consultants to assist w/ our project to turn up IPV-6 in the network
- The long process of getting our phone circuits and transport is progressing and should be resolve soon.
- Marty Wine offered Monmouth's assistance with promoting the community WiFi

Field Operations Report: Ray Cruz

- Ray shared that the Riddell Road project is proceeding smoothly
- MINET is building out fiber into several different multi-dwelling units and developments and this growth is going to keep field ops busy
- Rickreall build is progressing nicely and should have about 5 miles of fiber built out by the end of the week. Images of the build out were shared
- Marty asked about what potential Rickreall customers are being told about the timeline. PJ responded with approximately at the beginning of the new calendar year.

GM Report: PJ Armstrong

- PJ shared John's payment schedule and projection table for the debt consolidation plan and the addition of reviews of this agreement in 5-year increments. Chad Stokes elaborated on the need to build this into the agreement. PJ and John are working on the presentation to the city councils following the approval of the agreement
- Chris voiced his support on those changes to the debt consolidation agreement.
- PJ spoke about MINET taking on the Rickreall buildout internally including the challenges and advantages of doing so. Ray's oversight and direction have been instrumental in its success so far. The project is going very well
- PJ reported on the advancements in the SW Dallas grants with construction likely starting around next March.
- PJ is engaging the Oregon Broadband office to discuss the feasibility of grant funding for a Falls City fiber build and other possible ventures

Board Business:

Franchise Agreement: Chad sent a draft to each of the cities in the next week and is in the process of receiving comments back on it.

IGA (Intergovernmental agreement): Marty has taken the new IGA to its council and needs to coordinate with Independence to sign the document. Tom reporting that he believes that is going before their council at the next meeting.

Chris Lopez questioned about the meeting notices being updated on the BOD page on the MINET website. Jason said they are on the newsfeed, but he will add them to the BOD page.

He also asked about the BOD meetings moving towards in-person meetings. PJ offered anyone interested in attending in-person is welcome to do so.

Next meeting is Wednesday December 14th, 5 PM.

The Chair adjourned the meeting at 5:58 PM.



**BOARD OF DIRECTORS
REGULAR MEETING**

Wednesday, October 26, 2022

5:00 – 6:30 pm

VIRTUAL MEETING

(Held via Google Meet)

Call-in: (US) +1 240-816-0232 PIN: 356 015 105#

Video link: meet.google.com/ewq-bjts-fqk

All regular meetings of the MINET Board of Directors are open to the public and are accessible to persons with disabilities. Members of the public may attend virtually by phone or by video using the log-in information provided in this notice. If you require special accommodations, please contact John Cooper at 503-837-0703 or jcooper@minetfiber.net at least 72 hours prior to the meeting. For Oregon Relay Service dial 1-800-735-2900.

AGENDA

I. CALL TO ORDER

II. CALL FOR PUBLIC COMMENT

Public comment is limited to 3 minutes per testimony.

III. CONSENT AGENDA

A. Approval of September 28, 2022 Minutes

IV. DEPARTMENT REPORTS

A. FINANCE REPORT (John Cooper)

September 2022 Financial Report

Additional Comments by GM

B. SALES/MARKETING/CSR REPORT (Jason Saunders)

Various items/reports

Additional Comments by GM

C. NETWORK OPERATIONS REPORT (PJ Armstrong on behalf of Dakota Snow)

Various items/reports

D. FIELD OPERATIONS REPORT (Ray Cruz)

Various items/reports

E. GENERAL MANAGER REPORT (PJ Armstrong)

Various items/reports

V. DISCUSSION ITEMS

A. Expansion Update – Executive Session (PJ Armstrong)

(The MINET Board of Directors will now meet in executive session pursuant to ORS 192.660 (2) (f); To consider information or records that are exempt from public inspection. Representatives of the news media and designated staff shall be allowed to attend the executive session. All other members of the audience are asked to leave the room. Representatives of the news media are specifically directed not to report on or otherwise disclose any of the deliberations or anything said about these subjects during the executive session, except to state the general subject of the session as previously announced. No decision may be made in executive session. At the end of the executive session, we will return to open session and welcome the audience back into the room.)

VI. BOARD BUSINESS

A. Franchise Agreements

B. IGA

VII. ADJOURNMENT

Next regular meeting, date, and format