



Page County Broadband Authority October 3, 2017 - Minutes					
	Authority Members		Others Present		Citizens
✓	Bernie Miller	✓	Brandon Davis		
✓	Ryanne Hodson	✓	James Funkhouser		
✓	Travis Clark (phone)				
✓	Ron Keyser				
✓	Bill Shuler		Media		
	Harry Louderback				

Call to Order: Chairman Miller called the meeting to order on October 3, 2017 at 3:08, in the Board Room of the Page Healthcare Medical Office Building in Luray, VA.

Approval of the Agenda: Chairman Miller asked for a motion to approve the draft agenda. Mr. Keyser made a motion to approve the agenda and it was seconded by Mr. Shuler. The motion carried unanimously.

Approval of the Minutes: Chairman Miller asked for a motion to approve the minutes from the July 11, 2017 meeting. Mr. Keyser made a motion to approve the minutes as presented and it was seconded by Ms. Hodson. Mr. Shuler abstained because he did not attend the meeting. The motion carried unanimously.

Reports

PCBA Q1 2018 Financial Report: Mr. Davis presented the Balance Sheet and Profit and Loss Budget vs. Actual, through September 30, 2017. Mr. Shuler made a motion to amend the budget by deleting line item 4100-05 Page County Support Revenue in the amount of \$8,600, which was not awarded by the Board of Supervisors. The motion was seconded by Mr. Keyser and carried by roll call vote:

- Mr. Shuler – Aye
- Mr. Keyser – Aye
- Ms. Hodson – Aye
- Chairman Miller - Aye

Review and Approval of Accounts Payable: Mr. Davis presented the accounts payable. Mr. Keyser made a motion to authorize payment as funds are available of the following expenses: NSVRC Invoice 1176-2018 for \$2228.44 for administrative services, and fourth quarter stipends for six board members in the amount of \$50 each for a total of \$2396.44. The motion was seconded by Mr. Shuler and carried by roll call vote:

- Mr. Shuler – Aye

Mr. Keyser – Aye
Ms. Hodson – Aye
Chairman Miller – Aye

Old Business Items

As a follow-up to the July 11th meeting, Mr. Davis reported that he contacted the Authority attorney, David Reed, for an opinion on any requirements for Public Officials Liability coverage in the VACORP insurance. After discussion, members reached a consensus that they are comfortable maintaining the current coverage and Mr. Davis indicated that he would report to Mr. Reed that no further research is required.

New Business Items

Chairman Miller initiated a discussion regarding the mandate for County emergency operations to install a new radio communications system. Members agreed that the PCBA has an interest in offering co-location on its infrastructure to decrease the County's capital costs if feasible and will try to reach out to the county and consultant working on this project.

Authority Member Comments – Ms. Hodson inquired about the process to add her as a signatory to the PCBA account at Pioneer Bank. Mr. Shuler made a motion to remove his name (William Shuler) from the account and to add Ryanne Hodson. The motion was seconded by Mr. Keyser and carried unanimously. Mr. Shuler noted that the bank will need a certified copy of the minutes that reflect this motion and vote.

Shentel Report and Network Financials: Mr. Davis noted that the network financial report had not been completed due to the meeting date falling so early in the month and will be distributed when it is received. Mr. Funkhouser presented the sales forecast and operations report for Q1 FY2018. He reported that with current and new clients, the Authority will soon be out of bandwidth and the network will be sold out. He suggested forming a technology committee to discuss options for expanding the network.

Chairman Miller adjourned the meeting at 4:15.

Brandon Davis, Secretary/Clerk