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**Southern Tier Network, Inc.**  
**June 13, 2019**  
**Board Meeting Minutes**

**ATTENDANCE**

Board Members: Alan Eusden; Aaron Dowd; Winona Flynn; Carl Hayden; David Hopkins; Judith McIntosh; Timothy O'Hearn; James Osborn; Chelsea Robertson; Mark Rogus; John Sharkey; Marcia Weber; Jack Wheeler; Steve Wilber; Howard Zingler

CEO: Steven Manning

Guests: Joe Starks; Andy Lukasiewicz, ECC Technologies

Accountant/Fiscal Officer: Tony Marzolino

**CALL TO ORDER** – The meeting was called to order at 10:00 AM by chair Marcia Weber in the STC conference room.

**INTRODUCTIONS** – the Board welcomed Aaron Dowd, Chemung County IT Director, and new Chemung County board representative. Introductions were made.

**APPROVAL OF THE MINUTES**

On a motion duly made (Rogus, Wheeler) and carried, the minutes of the May 9, 2019 meeting were approved.

**STRATEGIC PLANNING COMMITTEE REPORT**

On a motion duly made (Hayden, Eusden) and carried, the board went into **EXECUTIVE SESSION** for discussion of contractual, financial, and customer-specific information.

On a motion duly made (Hopkins/Sharkey) and carried, the board came out of **EXECUTIVE SESSION** with **NO ACTION** being taken.

**AUDIT / FINANCE COMMITTEE REPORT**

- a) **Standard Operating Procedures Revisions** - The Sales Standard Operating Procedure has been presented to STN auditors for review and comment. Management will present final version to the Finance Committee upon auditor and managements review and edits.
- b) **Recommendation on Call Hill Repair – Town of Hartsville** – The Town of Hartsville has offered to pay STN a portion of the repair cost for the buried fiber cable that was accidently dug up and damaged by town employees. The Board requested measures be introduced to prevent future breaks and damage.

## **GOVERNANCE COMMITTEE REPORT**

- a) **Request for Contracted Services** –discussed in executive session.
- b) STN Board Membership – Introduction and welcome to Aaron Dowd, Chemung County appointed representative.

## **ECC REPORT**

- a) **Marketing / Sales Report**
- b) **Update and Report on ESD Project #Z-239 Extension**
- c) **Outage (Break/Fix) Report**

On a motion by Jack Wheeler, seconded by Mark Rogus, and carried, the board went into **EXECUTIVE SESSION** for discussion of contractual, financial, and customer-specific information.

On a motion by Jim Osborn, seconded by Howard Zingler, and carried, the Board came out of **EXECUTIVE SESSION** with **NO ACTION** being taken.

## **OTHER**

- a) **Update on STC July Session on Telecommunications** as discussed at the last meeting, STC as part of an ARC grant project, will be hosting an informational meeting to provide technical assistance to the region's municipalities regarding telecommunications. The meeting will be on Wednesday, July 24, 2019 from 4:30p – 8:30p at the Corning Community College Health Science Center on Denison Parkway in Corning. The purpose of the meeting is to inform municipal officials, residents, and businesses about all telecommunication technologies and how they are interrelated including 5G Wireless technology. Chelsea will send the information to the board and encouraged anyone interested to attend.
- b) **ARC Broadband Grant** – Chelsea Robertson reported that STC has applied for an ARC Power Grant for \$1.6 million to help fund the needed STN diversity connections. Matching funds will be in the form of an EDA grant which Chelsea is working on completing.

**NEXT BOARD MEETING** – The next meeting will be held on Thursday, July 11, 2019.

**ADJOURN** – on a motion duly made (Hopkins/Osborn) and carried, the meeting adjourned at 11:50 AM.

Respectfully submitted,  
Susan M. Cratsley  
Recording Secretary