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**Southern Tier Network, Inc.  
January 9, 2020  
Board Meeting Minutes**

**ATTENDANCE**

**Board Members:** Aaron Dowd; Alan Eusden; Winona Flynn; Carl Hayden; Judith McIntosh; Chelsea Robertson; Marcia Weber; Jack Wheeler; Stephen Wilber; Howard Zingler

**Telephonic:** Dave Hopkins

**Excused:** Timothy O'Hearn; James Osborn, John Sharkey; Mark Rogus

**Management:** Tony Marzolino, Steve Manning, Jeff Gasper

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

**APPROVAL OF THE MINUTES**

The minutes of the December 12, 2019 meeting were approved on a motion by Jack Wheeler, seconded by Alan Eusden, and carried.

**AUDIT – FINANCE COMMITTEE**

a) **2019 Audit Plan** – Judy McIntosh reported on EFPR 2019 Audit Plan presentation and associated engagement letter to the Audit Committee during its January 7, 2010 meeting. Committee requested EFPR look at newly drafted 2020 SOP's.

**GOVERNANCE COMMITTEE REPORT**

a) **Annual Board Recognition** – Marcia Weber reported the Annual Board recognition will be held on Monday, February 24<sup>th</sup> at 5:30 at Three Birds Restaurant, Market St., Corning.

b) **Coalition Broadband Feasibility Study Update** – discussed in later executive session.

**STRATEGIC PLANNING COMMITTEE**

a) **Confirm Committee Membership** – Marcia discussed committee membership and requested that board members interested in sitting on this committee let John Sharkey (committee chair), Marcia, or Steve Manning know. Chelsea Robertson, Steve Wilber, Jack Wheeler, and Alan Eusden volunteered to be on the committee.

b) **Next Actions Regarding Feasibility Study** – an update on actions to date and pending county decisions was provided with an ensuing discussion.

**EXECUTIVE SESSION**

a) **Sales and Marketing Report**

On a motion duly made (Robertson/Dowd) and carried, at 10:10 AM the board went into **executive session** for discussion of contractual, financial, and customer-specific information. On a motion duly made (Robertson/Dowd) and carried, the board came out of **executive session with no action being taken**.

**OTHER**

a) **Transition Update** – a copy of the Transition Report was emailed to the board along with the Agenda.

b) **Regional Economic Development Council Consolidated Funding Application (CFA) Grant**

**Award Notification** – Chelsea reported on the REDC award of \$200,000 for local match on the Diversity project. Chelsea reported that Senator Schumer’s office is working with her on the EDA grant (which requires the match that would be provided by the REDC award) and that she continues answering EDA questions and providing additional documents upon their request. EDA has an end of February announcement timeline.

**NEXT BOARD MEETING** – The next meeting will be held on Thursday, February 13, 2020.

**ADJOURN** – on a motion duly made (Wilber/Eusden) and carried, the meeting adjourned at 12:35 PM.

Respectfully submitted,  
Susan M. Cratsley  
Recording Secretary