

INDEPENDENCE TELECOM UTILITY

MINUTES OF BOARD OF TRUSTEES

November 22, 2016

Call to Order: A regular meeting of the Board of Trustees of Independence Telecommunications Utility was called to order at 8:20 a.m. on November 22, 2016 in the administrative office building. Chairman Stephany Harvey presided. Present at the meeting were Trustees Leon Bachman, Gerald Stelter and Amber Hunt. Absent: Lance Fricke. Also, present were Kevin Sidles, Linda Kress, Josh Vandenburg, Melissa Hearn and Lans Flickinger. Votes were unanimous unless indicated otherwise.

Consent Agenda: Inclusive of the minutes of the October 27, 2016 regular meeting; Bills #17020-7083; electronic payments #8801881-1910, 8801912-1913 and direct deposit advice #9901782-1799; Month end and operations reports were approved with a motion by Hunt, second by Bachman.

Business Conducted: 1) Executive discussion held. 2) A motion by Hunt to approve adoption of consent agenda format, second by Bachman. 3) A motion by Bachman to amend agenda to include financial disclosure and employee reviews in closed session, second by Hunt. 4) Vandenburg reported Calix brought on two new customers south of Hwy 20; Completed construction projects include Gee Development, route to Triumphant, route to Norris; Premium attendant live w/Hosted PBX at City Hall, Library & Police Station; Audio upgrade at City Hall complete; Managed Services-two new Indy-Vault customers added and twenty additional anti-virus licenses added; Verifyle, remote file sharing discussion. 5) Vandenburg reported future items inclusive of Metaswitch accession mobile ap branding survey completed; Continuing with Tech Planners discovery review; Hypercaster server installation; Replacement plan for Node 17 & 24; New anti-virus install [Bit Defender]; VPN upgrades for City firewalls; City Library public computer classes sponsored by IndyTel. 6) Bachman moved to go into closed session at 8:54 a.m. to discuss competitive information, Iowa Code 22.7(6), confidential records, Iowa Code 22.7(11) and personnel evaluation, Iowa Code 21.5 (i), second by Hunt. 7) ITU back into regular session at 9:45 a.m.. 8) A motion by Bachman to review depository resolution for funds of both ITU and ILP, second by Stelter. 9) A motion by Bachman to purchase peoplehr software for performance evaluation process of General Manager and ILPT staff, second by Hunt. 10) Hearn reported on KWWL web advertising proposal; Facebook ad manager; Billboard ad; Newsletter request of contact information; Indytel involvement for Christmas event-Jingle on Main; E-blast on Managed WiFi; Managed Services marketing campaign. 11) Kress reported on review of webinar offered by NCTC – Managed Database Solutions for ITU value adds moving forward. 12) The next regular Board meeting will be Thursday December 15, 2016 at 8:00 a.m. 13) Moved for adjournment at 10:13 a.m. with a motion by Stelter.

Stephany Harvey, Chairperson

Leon Bachman, Secretary/Treasurer

Date Approved