

# INDEPENDENCE TELECOM UTILITY

## MINUTES OF BOARD OF TRUSTEES

May 25, 2017

Call to Order: A regular meeting of the Board of Trustees of Independence Telecommunications Utility was called to order at 8:05 a.m. on May 25, 2017 in the administrative office building. Chairman Amber Hunt presided. Present at the meeting were Trustees Stephany Harvey and Lance Fricke. Absent: Leon Bachman and Gerald Stelter. 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 April 27, 2017 regular meeting; Bills #17414-479 electronic payments #8802053-2079 and direct deposit advice #9901899-1916; Month end and operations reports were approved with a motion by Harvey, second by Fricke.

Business Conducted: 1) Discussion on Utility write-off process question from City Council member. 2) Kress reported temporary position training continues for EE leave expected to begin in late May 2017; Staff meeting Friday May 5, 2017 with main focus on Internet packages rollout effective July 1, 2017; Work Comp Audit performed Wednesday May 10, 2017; Billing Clerk meeting Thursday May 18, 2017 reviewing fees and charges related to telecommunication services. 3) Hearn reported Wee Care Preschool toured the facility on Friday May 5, 2017; Reached out to Farmers Market coordinators on a date for ILPT to participate in 2017; Open discussion on scheduling Board and Staff member photographs to be incorporated on [www.indytel.com](http://www.indytel.com); Internet upgrade marketing campaign in full swing. 4) Vandenburg noted technician's standardized uniform incorporated. 5) Vandenburg reported Channel Committee meeting scheduled for first week in June; New internet packages built in C4; New Hosted PBX Premium customer; Help Desk reporting update with discussion on email offering; 6) Vandenburg reported upcoming items: Configuration of SEP devices; Hits DTA software build; Begin rebuild of combining network; Addition of the BNP licenses; Replacement of SD channels with HD; New channel lineup. 7) City of Independence approved maintenance of hardware on WiFi in the park offering. 8) Fricke moved to go into closed session at 8:30 a.m. to discuss competitive information, Iowa Code 22.7(6), second by Harvey. 9) ITU back into regular session at 9:02 a.m.. 10) A motion by Harvey to accept Cable packages / pricing updates for residential and commercial customers effective 2017 as presented in closed session, second by Fricke. 11) The next regular Board meeting will be Thursday June 22, 2017 at 8:00 a.m..12) Moved for adjournment at 9:03 a.m. with a motion by Harvey.

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Amber Hunt, Chairperson

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Leon Bachman, Secretary/Treasurer

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Date Approved