

# INDEPENDENCE TELECOM UTILITY

## MINUTES OF BOARD OF TRUSTEES

August 24, 2017

Call to Order: A regular meeting of the Board of Trustees of Independence Telecommunications Utility was called to order at 9:29 a.m. on August 24, 2017 in the administrative office building. Chairman Amber Hunt presided. Present at the meeting were Trustees Leon Bachman, Gerald Stelter, Stephany Harvey and Lance Fricke. Absent: None. 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 July 20, 2017 regular meeting; Bills #17618-684 electronic payments #8802129-2158 and direct deposit advice #9901962-1979; Month end and operations reports were approved with a motion by Harvey, second by Fricke.

Business Conducted: 1) Consensus to go into executive session at 9:30 a.m. to discuss social media filters, Iowa Code 21.4. 2) ITU back into regular session at 9:46. 3) Bachman moved to go into closed session at 9:46 a.m. to discuss competitive information, Iowa Code 22.7(6), second by Fricke. 4) ITU back into regular session at 10:04 a.m.. 5) Kress reported staff working on system updates for upcoming Cable conversion that will go into effect September 6, 2017; Team member Wieland has returned from maternity leave; Telecom services reporting tool in final stages of testing with PCS. 6) Hearn reported digital ready dialog education to customers continues for conversation date of September 6, 2017; ICSD reached out to ILPT to assist with power point slides aired on government access channel; ILPT will have a booth at the Farmer's Market Saturday September 30, 2017; Staff pictures have been scheduled for Thursday October 5, 2017; Trustee pictures have been scheduled for Thursday October 26, 2017. 7) Vandenburg reported **Cable** headend updates: a) DTA's ready; b) Headend fully IP; c) Old modulators shut down & removed; d) Headend power usage reduced; **Phone** updates: a) Now barring all black listed countries for long distance; **City** updates: a) New folder security in place for Police Department and City Hall; **Construction** updates: a) Main line coax replaced on Lovers Lane; b) Main line fiber replaced on 220<sup>th</sup> & Harrison; c) New main line fiber run to feed Industrial Park & Node 17. 8) Vandenburg reported upcoming items: **Cable** headend: a) Analog signal to be shut off September 6, 2017; b) Contract negotiations of local channels; c) Roll out of DTA's to existing analog only TV's; **Construction:** a) New fiber routes to Teachers Park and Softball Complex; b) New main line fiber on 8<sup>th</sup> Ave NE to feed NE town & Otterville Blvd; **Engineering:** RFOG customers to Calix to begin for a) Hunters Ridge; b) King Avenue; c) Golf Course. 9) Discussion on Social media practices. 10) The next regular Board meeting will be Thursday September 28, 2017 at 8:00 a.m.. 11) Moved for adjournment at 11:05 a.m. with a motion by Fricke.

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Amber Hunt, Chairperson

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Leon Bachman, Secretary/Treasurer

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Date Approved