

# INDEPENDENCE TELECOM UTILITY

## MINUTES OF BOARD OF TRUSTEES

September 28, 2017

Call to Order: A regular meeting of the Board of Trustees of Independence Telecommunications Utility was called to order at 10:20 a.m. on September 28, 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 August 24, 2017 regular meeting; Bills #17627, #17685-735 electronic payments #8802153, #8802159-2191 and direct deposit advice #9901980-1997; Month end and operations reports were approved with a motion by Harvey, second by Stelter.

Business Conducted: 1) Kress reported with the cable conversion effective September 6, 2017, over the last three weeks the staff has been busy processing an excessive amount of requests to support the digital platform. 2) Hearn reported snapchat filters to be available for four hours during Farmers Market Saturday September 30, 2017. 3) Vandenburg reported **Cable** headend updates: a) Headend conversion of Analog to Digital signal complete in first thirty minutes of transition; b) To date 591 DTA's have been installed; c) New channel map is in place; **Construction** updates: a) Fiber route to Teachers Park pavilion; b) New main line fiber run-7<sup>th</sup> Avenue north; **WiFi in the Park** updates: a) Testing ubiquity outdoor access points; b) Implementation of branded WiFi portal. 4) Vandenburg reported upcoming items: **Cable** headend: a) Contract negotiations of local channels; b) Addition of HD channels – Olympic HD (Channel 30), AMC HD (Channel 77), Startz HD (Channels 501 through 515); **Construction:** a) New fiber routes to softball complex; b) FTTH project on Kellie Avenue; **Engineering:** RFOG customers to Calix to begin for a) Hunters Ridge; b) King Avenue. 5) Capital project review for 2018. 6) Discussion on occurrence schedule of ILPT Regular meetings. 7) The next regular Board meeting will be Thursday October 26, 2017 at 8:00 a.m.. 8) Fricke moved to go into closed session at 11:10 a.m. to discuss competitive information, Iowa Code 22.7(6), second by Harvey. 9) ITU back into regular session at 11:23 a.m.. 10) Board consensus for management to finalize negotiation of local channel contract discussed in closed session. 11) Moved for adjournment at 11:25 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