

INDEPENDENCE TELECOM UTILITY

MINUTES OF BOARD OF TRUSTEES

January 25, 2018

Call to Order: A regular meeting of the Board of Trustees of Independence Telecommunications Utility was called to order at 9:21 a.m. on January 25, 2018 in the administrative office building. Chairman Pro-Tem Stephany Harvey presided. Present at the meeting were Trustees Gerald Stelter, Lance Fricke and Becki Davis. 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 December 21, 2017 regular meeting; Bills #17911-980, electronic payments #8802285-2312 and direct deposit advice #9902061-2078; Month end and operations reports were approved with a motion by Stelter, second by Fricke.

Business Conducted: 1) Hearn reported "Battery Backup for Telephone Modems" letter was mailed out to telephone customers on January 16, 2018; Chiller, channel 102 no longer available on ILPT channel lineup effective January 1, 2018; Effective January 18, 2018 Spike, channel 95 was rebranded to Paramount Network; In beginning stages of creating "How To" videos to assist ILPT customers. 2) Vandenburg reported **Cable Headend** updates: a) New QAM layout finalized with update scheduled for March 1, 2018, b) ICAN update to newest version of AD Zilla completed; **Internet** updates: a) Peak usage has had a slight increase at night; discussion on National average for bandwidth per consumer versus Independence; An outage affecting approximately 100 customers over a three hour period occurred on January 8, 2018 due to ZCorum system crashing; **Construction** updates: a) Engineering plan for Box 6 [NE] complete; Engineering plan for Box 15 [Jackson Green] complete; **Help Desk** a) reporting updates. 3) Vandenburg reported upcoming items: **Phone:** a) New firmware version for MTA modems being tested; **Internet:** a) Design of IPV6; b) DHCP to be moved in-house for Calix deployments; **Cable:** a) Continue HD conversions in anticipation of March 1, 2018 deadline; b) East Buchanan Telephone Coop analog feed to be shutdown March 1, 2018; **Construction:** a) Pole replacement in preparation of new main line fiber to Box 6. 4) Vandenburg's report stated school internship started January 22, 2018. 5) A motion by Stelter for Board of Trustees officer elections to mirror ILP meeting. Chairman: Harvey; Chairman Pro-Tem: Fricke; Secretary-Treasurer: Stelter, second by Davis. 6) A motion by Fricke for 2018 Health/Benefit renewal discussion to mirror ILP meeting & approve signature of the 2018 Health/Benefit renewal documents, second by Stelter. 7) A motion by Davis to approve 2018 salary compensation as follows: Hearn-increase 2.5%; Vandenburg-increase 6%, second by Stelter. 8) The next regular Board meeting will be Thursday February 22, 2018 at 8:00 a.m.. 9) Stelter moved to go into closed session at 9:57 a.m. to discuss competitive information, Iowa Code 22.7(6), second by Fricke. 10) ITU back into regular session at 10:13 a.m.. 11) Moved for adjournment at 10:13 a.m. with a motion by Davis.

Stephany Harvey, Chairperson

Jerry Stelter, Secretary/Treasurer

Date Approved