

INDEPENDENCE TELECOM UTILITY

MINUTES OF BOARD OF TRUSTEES

April 26, 2018

Call to Order: A regular meeting of the Board of Trustees of Independence Telecommunications Utility was called to order at 8:11 a.m. on April 26, 2018 in the administrative office building. Chairman Stephany Harvey presided. Present at the meeting were Trustees Gerald Stelter, Lance Fricke, Becki Davis and Mike Lenius. 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 March 29, 2018 regular meeting; Bills #18087-8152, electronic payments #8802378-2410 and direct deposit advice #9902115-2132; Month end and operations reports were approved with a motion by Fricke, second by Davis.

Business Conducted: 1) Board of Trustees tour of Headend prior to meeting. 2) No public request or comment. 3) Kress reported IUB Annual Telephone Report for 2017 filed March 30, 2018; Cable TV maintenance window initiated on April 17, 2018 generated an increase in Help Desk tickets. 4) Hearn reported finalizing a "Contact Information Update" form that will be mailed out to customers-starting with those included in the Fiber to the Home project on the NE side of town; Marketing materials, signs and a news release scheduled for early May, will announce the launching of WiFi in the Parks; Channel guide updated for publication; Winner of the ILPT Scholarship was chosen by WPPI: \$500.00 Telecommunications Scholarship won by Zach Elzey. 5) Vandenburg reported **Cable Headend** updates: a) HVAC project complete-7 racks removed; **Internet** updates: a) Cisco core router replacement scheduled for May 1, 2018; b) Utilization experiencing increases; c) New DHCP server installed for Calix system; **Help Desk** a) reporting updates; **WiFi in the Parks:** a) Softball complex to be live by May 30, 2018; 6) Vandenburg reported upcoming items: **Cable:** a) Continue HD conversions; **Construction:** a) Jackson Green main line to begin. 7) A motion by Fricke for Board Officer Positions to remain unchanged, second by Davis. 8) Further discussion lead to a withdrawal of said motion. 9) A motion by Davis to appoint Harvey as Chairman, Fricke as Chairman Pro-Tem, and Lenius as Secretary-Treasurer, second by Stelter. 10) Discussion of Online support services & spoofing scam information. 11) Write offs for 2017 presented with process review 12) Lenius moved to approve the ITU 2017 write offs in the amount of \$3,015.72, second by Fricke. 13) Board Policy Manual discussion, with consensus to set an executive session during the May meeting to further analyze the policy and an executive session during the June meeting to review appendixes. 14) The next regular Board meeting will be Thursday May 24, 2018 at 8:00 a.m.. 15) Upcoming meetings have been set for Thursday June 28, 2018 at 8:00 a.m. and Thursday July 19, 2018 at 8:00 a.m.. 16) Davis moved to go into closed session at 9:16 a.m. to discuss competitive information, Iowa Code 22.7(6), second by Lenius. 17) ITU back into regular session at 9:39 a.m.. 18) Moved for adjournment at 9:39 a.m. with a motion by Lenius, second by Davis.

Stephany Harvey, Chairperson

Mike Lenius, Secretary/Treasurer

Date Approved