

INDEPENDENCE TELECOM UTILITY

MINUTES OF BOARD OF TRUSTEES

October 31, 2019

Call to Order: A regular meeting of the Board of Trustees of Independence Telecommunications Utility was called to order at 9:30 a.m. on October 31, 2019 in the administrative office building. Chairman Stephany Harvey presided. Present at the meeting were Trustees Gerald Stelter, Lance Fricke, Mike Lenius and Amber Hunt. 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 September 26, 2019 regular meeting, Bills #19034, #19190-9250, electronic payments #8802950-2981 and direct deposit advice #9902466-2483; Month end and operations reports were approved with a motion by Fricke, second by Hunt.

Business Conducted: 1) No public request or comment. 2) Discussion on minutes. 3) Kress reported Universal Service Administrative Company [USAC] program that helps ensure schools can obtain telecommunications at affordable rates rendered a check for ICSD that was dated October 17, 2019. 4) Hearn reported - continue to schedule fiber installs on Terrace Drive; Rate comparison completed. 5) Vandenburg reported **Headend** updates: a) No changes; **Internet** updates: a) C4 Utilization continues to climb; b) Calix Utilization continues to climb; **Cable TV** updates: a) No changes; **Construction** update provided; **Employee** updates: a) Service Technician has communicated wishes to retire in October 2020. 6) Vandenburg reported upcoming items: **Construction:** a) Install customer 150 South; b) Bury fiber to location on Enterprise Drive; c) Finish bury drops on NE side; d) Continue fiber conversions; **Headend:** a) Install new EDFA; b) Continue converting from MLX to new edge routers. **Engineering:** a) Begin plan to replace Node 20 in 2021. 7) New Business - Acceptable Use Policy [AUP] presented and discussed. 8) A motion by Lenius to approve the Acceptable Use Violation Policy [AUP] as presented, second by Hunt. 9) New Business – Proposed 2020 Budget discussion. 10) The 2020 Budget Public Hearing is set for Thursday November 21, 2019 at 9:00 a.m., with the next regular Board meeting to follow. 11) An upcoming meeting has been set for Thursday December 19, 2019 at 9:00 a.m.. 12) Hunt moved to go into closed session at 10:15 a.m. to discuss competitive information, Iowa Code 22.7(6), second by Lenius. 13) ITU back into regular session at 10:34 a.m.. 14) Electronic calendar discussion. 15) Moved for adjournment at 10:35 a.m. with a motion by Stelter, second by Hunt.

Stephany Harvey, Chairperson

Mike Lenius, Secretary/Treasurer

Date Approved