

INDEPENDENCE TELECOM UTILITY

MINUTES OF BOARD OF TRUSTEES

September 26, 2019

Call to Order: A regular meeting of the Board of Trustees of Independence Telecommunications Utility was called to order at 9:01 a.m. on September 26, 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, Denny Wilson and Jodi Dobson. Votes were unanimous unless indicated otherwise.

Consent Agenda: Inclusive of the minutes of the August 29, 2019 regular meeting, Bills #19139-9189, electronic payments #8802919-2949 and direct deposit advice #9902448-2465; Month end and operations reports were approved with a motion by Fricke, second by Hunt.

Business Conducted: 1) No public request or comment. 2) A motion by Hunt to amend the agenda to begin with New Business – Audit 2018, second by Lenius. 3) Baker Tilly CPA, Partner, Jodi Dobson presented an explanation of the 2018 Audit. 4) Kress reported system conversion status noting non-disclosure agreement in the works; Front lobby closed this week due to sidewalk repairs-scheduled to reopen for business on Monday September 30, 2019. 5) Hearn reported correspondence out to customers over the last several weeks on maintenance windows and sidewalk repair; Reaching out to customers on Terrace Drive regarding Fiber conversion; Preparing for booth at the Farmer’s Market Saturday October 5, 2019; Gathering data for rate comparison analysis. 6) Vandenburg reported **Headend** updates: a) No changes; **Internet** updates: a) C4 Utilization holding steady; b) Calix Utilization holding steady; **Phone** updates: a) Hosted PBX system live for Roberts and Eddy; **Cable TV** updates: a) No changes; **Outage** update: a) Forty-five-minute outage on NE side occurred September 6 and September 7, 2019. 7) Vandenburg reported upcoming items: **Construction:** a) Reroute fiber behind Casey’s South; b) Install McDonalds; c) Install Rydell; d) Finish bury drops on NE side; e) Continue fiber conversions; **Headend:** a) Install new EDFA. 8) Discussion on WiFi at ICSD. 9) 2019 Capital Project review. 10) Proposed 2020 Capital Projects. 11) The next regular Board meeting will be Thursday October 31, 2019 at 9:00 a.m.. 12) An upcoming meeting has been set for Thursday November 21, 2019 at 9:00 a.m.. 13) An upcoming meeting has been set for Thursday December 19, 2019 at 9:00 a.m.. 14) Fricke moved to go into closed session at 10:01 a.m. to discuss competitive information, Iowa Code 22.7(6), second by Lenius. 15) ITU back into regular session at 10:12 a.m.. 16) Moved for adjournment at 10:12 a.m. with a motion by Fricke.

Stephany Harvey, Chairperson

Mike Lenius, Secretary/Treasurer

Date Approved