

# INDEPENDENCE TELECOM UTILITY

## MINUTES OF BOARD OF TRUSTEES

October 29, 2020

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 October 29, 2020 in the administrative office building. Chairman Stephany Harvey presided via audio/video. Present at the meeting via audio/video 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 24, 2020 regular meeting and of the minutes of the September 29, 2020 workshop, Bills #19763-9798; electronic payments #8803419, #8803420-3462 and direct deposit advice #9902694-2711; Month end and operations reports were approved with a motion by Fricke, second by Hunt.

Business Conducted: 1) No public request or comment. 2) Kress reported October 2, 2020 Telecom Service Technician Lonnie Fox retired; Finalizing internal reporting on Telecom service counts from conversion data; Office staff continues with the NorthStar Billing & CIS System conversion, working hands-on with the new system on associated changes; Office hours were modified on October 12<sup>th</sup>, 13<sup>th</sup>, 16<sup>th</sup>, 20<sup>th</sup>, and 23<sup>rd</sup> to accommodate Professional Development related to the CIS/Billing conversion. 3) Sidles spoke on MyAccount/MyMeter customer interface. 4) Hearn reported ILPT booth at the Farmers Market Saturday September 26, 2020 was very successful; Open position materials out for publication on Billing Clerk/CSR. 5) Vandenburg reported **Internet** updates: a) C4 Utilization continues to climb; b) Calix Utilization remains steady; **Construction** updates: a) Underground construction complete; b) Hummingbird Court construction complete; c) Rush Mills Apt 4 construction complete; **Outage** updates: a) no outages to report; **Phone** updates: a) No changes; **Cable TV** updates: a) No changes. 6) Vandenburg reported upcoming items: **Construction:** a) Continue fiber conversions; b) Begin pulling in fiber drops & hanging aerial drops; **Cable TV:** a) No changes; **Internet:** a) No changes; **Phone:** a) No changes. 7) New Business – Proposed 2021 Budget discussion. 8) The 2021 Budget Public Hearing is set for Thursday November 19, 2020 at 9:00 a.m., with the next regular Board meeting to follow. 9) An upcoming meeting has been set for Thursday December 17, 2020 at 9:00 a.m.. 10) Lenius moved to go into closed session at 9:57 a.m. to discuss competitive information, Iowa Code 22.7(6), second by Hunt. 11) ITU back into regular session at 10:00 a.m.. 12) Moved for adjournment at 10:01 a.m. with a motion by Fricke, second by Hunt.

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Stephany Harvey, Chairperson

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Mike Lenius, Secretary/Treasurer

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Date Approved