

INDEPENDENCE TELECOM UTILITY

MINUTES OF BOARD OF TRUSTEES

April 29, 2021

Call to Order: A regular meeting of the Board of Trustees of Independence Telecommunications Utility was called to order at 9:03 a.m. on April 29, 2021 in the administrative office building. Chairman Stephany Harvey presided via audio/video. Present at the meeting via audio/video were Trustees Lance Fricke, Mike Lenius and Amber Hunt. Absent: Gerald Stelter. Also, present were Kevin Sidles, Linda Kress, Josh Vandenburg, Melissa Hearn, Sara Wilson and Lans Flickinger. Votes were unanimous unless indicated otherwise.

Consent Agenda: Inclusive of the minutes of the March 25, 2021 regular meeting, Bills #19970, #19981-20027; electronic payments #8803694-3744 and direct deposit advice #9902803-2818; Month end and operations reports were approved with a motion by Hunt, second by Fricke.

Business Conducted: 1) No public request or comment. 2) Request by Hunt to amend the Agenda to include discussion on in-person meetings OR how meetings will occur moving forward, once the EUA has been lifted by Governor Reynolds. 3) Sidles noted amendment to occur under Item #5-Project Updates & Information. 4) Dashboard review by Sidles. 5) Kress reported Audit fieldwork scheduled for May 17, 2021 week. 6) Hearn reported advertisement ready for publication regarding summer construction intern job; Continue to call & send out letters scheduling fiber conversions. 7) Vandenburg reported **Internet** updates: a) C4 Utilization remains steady; b) Calix Utilization remains steady; **Construction** updates: a) Conversions continue on the NE side; b) Conversions continue on SW side; c) Node 24 decommissioned; d) RFOG decommissioned; **Outage** updates: a) No outages to report; **Phone** updates: a) No changes to report; **Cable TV** updates: a) New HITS receivers are live; b) 125 of 185 channels converted to new C-Band spectrum; **Personnel** updates: a) Cole has resigned from ILPT; b) Decker has been promoted to Telecom Foreman; c) Tyler Ball has accepted the Telecom Installer position, joining the team on Tuesday April 27, 2021; d) Actively seeking summer help for 2021 fiber construction project. 8) Vandenburg reported upcoming items: **Construction:** a) Continue fiber conversions; b) Decommission Node 1; **Cable TV:** a) Continue channel conversions; **Internet:** a) no changes; **ILPT Internal Network:** a) Convert to new Firewall. 9) Discussion on Succession Plan document with further review targeted for GM annual review workshop in June 2021. 10) Agenda amendment item, In-Person / Virtual meeting option discussion. 11) A motion by Hunt to propose a hybrid Board of Trustees Meeting option moving forward by creating an environment for in-person attendance, along with continuing to offer attendance through an electronic format, second by Lenius. 12) Old Business – None. 13) New Business – 2020 Write Offs. 14) Fricke moved to approve the ITU 2020 write offs in the amount of \$4,454.66, second by Hunt. 15) The next regular Board meeting will be Thursday May 27, 2021 at 9:00 a.m.. 16) An upcoming meeting has been set for Thursday June 24, 2021 at 9:00 a.m. 17) Hunt moved to go into closed session at 9:51 a.m. to discuss competitive information, Iowa Code 22.7(6), second by Fricke. 18) ITU back into regular session at 9:56 a.m.. 19) Moved for adjournment at 9:56 a.m. with a motion by Hunt.

Stephany Harvey, Chairperson

Mike Lenius, Secretary/Treasurer

Date Approved