



## Lancaster County Broadband Authority

### Minutes of Board Meeting

July 24, 2019

**1. Call to Order & Approval of Minutes:** The special meeting of the Lancaster County Broadband Authority convened at 4:30 p.m. in the public meeting room at the County Administration Building. Cassie Thompson, David Pere and Margie Armen were present.

#### **2. Discussions:**

David and Margie each requested approval of a \$175 registration fee to attend the Broadband Communities Conference on Bridging the Digital Divide, to be held in Alexandria on October 30 and 31. No travel expenses will be requested for either. The expense was approved unanimously.

Margie confirmed that surveys have been received by county residents! It may be that a few people were missed on the mailing. Margie will check for mailing info on two people who told Cassie they did not receive surveys. We outlined public events we will participate in and other in-person outreach. (See Actions below) Cassie's second radio interview went well, and she has submitted a short article for the Rapp Record, with a request that it be featured on the front page. A special mailing to be inserted in the Farm Bureau newsletter has been printed and delivered.

David suggested that we invite Jack Neal to join the Project Management Team and all agreed.

We discussed the September 3 meeting requested by Rep. Wittman. It will be held in the upstairs meeting room at the Library. We will have to go in on Saturday afternoon about 3 p.m. to set the room up (the Library will be closed Sunday and Monday). We will notify the public of the meeting and invite the Project Management Team personally.

David will present the monthly report to the Board of Supervisors.

#### **3. Closed Session**

At 5:15 p.m., the Board unanimously approved entering a closed session under VA Code 2.2-3711.29, .32, and .33 to discuss ongoing contract matters. The closed session concluded at 6:30, when each member of the Board certified that only contract matters were discussed and that no action was taken.

#### **4. Action Items**

Margie will get signs from Kilmarnock Lettering to set up at the Library and the Y. She will prepare materials for the Board of Supervisors.

Events are as follows:

August 2 -- Music on the Half Shell Town Centre Park

August 3 -- Irvington Farmers Market

August 10 – Walmart or Tri Star

August 15 – Music on the Half Shell Town Centre Park

August 17 – Walmart or Tri Star

**5. Schedule Next Meeting(s) and Adjourn.** The meeting adjourned at 6:30 p.m. The next meeting will be held at 4:30 p.m. on July 31 in the public meeting room.

Respectfully submitted,

A handwritten signature in black ink that reads "Margie Arman". The signature is written in a cursive, flowing style.

Secretary