



**Lancaster County Broadband Authority**  
**Minutes of Board Meeting**  
**January 16, 2019**

**1. Call to Order & Approval of Minutes:** The 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, Kevin Bean, and Gary Silverman were present along with Supervisor Bob Westbrook.

**2. Discussions:**

A. In preparation for the meeting on January 17, 2019 with the County Economic Development Authority, the group reviewed and made final adjustments to the slide presentation that will accompany and support our request for funds. The group agreed that Gary Silverman would make the presentation to the EDA.

B. Cassie reminded everyone that we need to have our budget request to the County ready by February 8. The County Treasurer, Bonnie Dickson joined the meeting briefly to note that she will work with Kevin, the Authority treasurer on the budget submission process. Kevin Bean will take the lead in assuring that we have the right budget line items identified for our activity. The February 6 meeting will focus on finalizing the budget request.

C. To improve community outreach, Cassie offered to prepare an article for the Rapp Record that will cover information about our plans for a survey, general information on funding sources we are pursuing and how expanded broadband will affect economic development.

D. The group agreed that we should send letters that have been discussed before to our State Senator, Ryan McDougal, and our Delegate, Margaret Ransone. Margie will provide this.

E. Cassie noted that January 21st is scheduled for the second of our two briefings for members of the Board of Supervisors. She and Kevin will lead the discussion.

**3. Action Items:**

In addition to the action items noted above, Margie will prepare a report for the Board of Supervisors meeting on January 31<sup>st</sup> and an accompanying report for the Rapp Record.

**5. Schedule Next Meeting(s) and Adjourn.** The next meeting will be held at 4:30 p.m. February 6, 2019, 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