



Lancaster County Broadband Authority
Minutes of Board Meetings
August 22, 28 and 31, and September 3, 2019

August 22, 2019

1. Call to Order & Approval of Minutes: The special meeting of the Lancaster County Broadband Authority convened at 1:55 p.m. in the public meeting room of the County Administration Building. Cassie Thompson, Gary Silverman and Margie Armen were present. Greg White, Pat Henry, Jim Moss, and Marty Mothershead from Northern Neck Electric Cooperative were invited guests. No minutes were presented for approval.

2. Closed Session: At 1:00 p.m. we entered a closed session to discuss proprietary information and pending contract issues. We thanked NNEC for their information, and exited the closed meeting at 3:15 p.m. Each member certified that only contract matters were discussed and that no action was taken. A follow-on meeting will be scheduled for 1 – 3 p.m. with NNEC representatives and Atlantic Broadband.

August 28, 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 of the County Administration Building. Cassie Thompson, Gary Silverman and Margie Armen were present. There were no minutes presented for approval.

2. Closed Session: The purpose of the meeting was to finalize preparations for a confidential presentation to the Board of Supervisors on contract matters. VA Code 2.2-3711.29, .32 and .33. The closed session concluded at 6:00 when each member of the Board certified that only contract matters were discussed and that no action was taken.

August 31, 2019

1. Call to Order & Approval of Minutes: The special meeting of the Lancaster County Broadband Authority convened at 3:30 p.m. in the public meeting room of the Lancaster Community Library. Cassie Thompson, Gary Silverman, Kevin Bean, David Pere and Margie Armen were present. There were no minutes presented for approval.

2. Discussion

Cassie went over the order of presentations at the public meeting on Tuesday September 3rd. She reminded everyone of the importance of our regularly scheduled meeting on September 4.

Particularly, she stated that any comments about the Board of Supervisors decision not to participate in the VATI grant proposal would be directed first to Don Gill. Dave will draft the statement for Don to use.

Cassie also mentioned that our meeting on Wednesday will be very important, and everyone needs to be prepared. We have to prioritize the decision points to present to the project management team. Also, we can expect extensive public comment on the BoS decision regarding the VATI grant.

Two other issues were discussed briefly: 1) the Project Management Team will be presented with a Confidentiality Agreement similar to the one requested of the RFI/RFP team, and 2) attendance at Authority meetings needs to improve. Accordingly, at some point, we will consider whether to amend the bylaws to specify attendance expectations.

3. Closed session

At approximately 3:45 p.m. we entered a closed session to discuss personnel matters under VA Code 2.2-3711.1. The meeting concluded at approximately 4:20 p.m. when the 4 members who remained in the meeting certified that only personnel issues had been discussed and no action had been taken.

September 3, 2019

A meeting was convened at 1 p.m. in the downstairs conference room of the Lancaster Community Library to discuss proprietary information and contract matters with NNEC and Atlantic Broadband. However, Atlantic Broadband did not attend, and the meeting adjourned with no business having been conducted.

Respectfully submitted,

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

Secretary