



## Lancaster County Broadband Authority

### Minutes of Board Meeting

November 7, 2019

**1. Call to Order & Approval of Minutes:** The regular 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, Gary Silverman, Kevin Bean and Margie Armen were present. Mark McKercher and Charlotte Silverman attended as guests. Minutes of the November 1 Meeting were approved as presented.

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

A. Cassie asked for input on the job description for a project manager when we get ready to advertise for one.

B. Gary raised the possibility of placing monitoring equipment in homes that Virginia Broadband claims to reach with 25/3 service from a broadcasting location on the Eastern Shore. Margie offered to allow the equipment to be used in her home.

C. Gary announced that he will ask the RFI team to review submissions when they are available. The RFI team consists of Gary, Kevin, Frank Mastel, Mark Lea and Mark McKercher. The RFI was advertised on 5 sites: Commonwealth Connect; CIT; the Governor's page; eVA and lancova-broadband.org. Margie also noted that she shared the fact of our outstanding RFI with various providers at the Broadband Communities conference.

D. We discussed our budget and program management plan in broad terms, but no decisions were reached.

E. We agreed to cancel the special meeting previously scheduled for 9:00 a.m. on November 11.

**3. Schedule next meeting and adjourn:** The meeting adjourned at 6:30 p.m. The next regular meeting will be held on November 20 at 4:30 p.m. in the Public Meeting Room of the County Administration Building.

Respectfully submitted,

Secretary