



Page County Broadband Authority January 9, 2018 - Minutes					
	Authority Members		Others Present		Citizens
✓	Bernie Miller	✓	Brandon Davis		
✓	Ryanne Hodson	✓	James Funkhouser		
✓	Travis Clark (phone)				
✓	Ron Keyser				
✓	Bill Shuler		Media		
✓	Harry Louderback				

Call to Order: Chairman Miller called the meeting to order on January 9, 2018 at 3:03, in the Board Room of the Page Healthcare Medical Office Building in Luray, VA.

Approval of the Agenda: Chairman Miller asked for a motion to approve the draft agenda. Mr. Shuler made a motion to approve the agenda and it was seconded by Ms. Hodson. The motion carried unanimously.

Approval of the Minutes: Chairman Miller asked for a motion to approve the minutes from the October 3, 2017 meeting. Mr. Shuler made a motion to approve the minutes as presented and it was seconded by Ms. Hodson. The motion carried unanimously.

Reports

PCBA Q2 2018 Financial Report: Mr. Davis presented the Balance Sheet and Profit and Loss Budget vs. Actual, through December 28, 2017. Mr. Louderback noted that interest of \$22.67 was included in the 12/29/17 statement from Pioneer Bank.

Review and Approval of Accounts Payable: Mr. Davis presented the accounts payable. Mr. Shuler made a motion to disperse funds from the administrative fund for the following expenses: NSVRC Invoice 1237-2018 for \$3,475.21 for administrative services, fourth quarter stipends for five board members in the amount of \$50 each, and Invoice 59219 for \$2,600.00 from Robinson Farmer Cox Associates for audit services, for a total of \$6,325.31. The motion was seconded by Mr. Keyser and carried by roll call vote:

- Mr. Shuler – Aye Mr. Louderback – Aye Mr. Keyser – Aye
- Ms. Hodson – Aye Chairman Miller – Aye

New Business Items

FY2017 Consolidated Annual Financial Report: Mr. Davis reported that the FY2017 audit report has been completed by Robinson, Farmer & Cox accounting firm. There were no deficiencies in internal controls, no material weaknesses and no year-end adjustments to the financials as presented by staff as of June 30, 2017. Mr. Shuler made a motion to accept the audit report from Robin, Farmer & Cox. The motion was seconded by Mr. Keyser and carried by roll call vote:

Mr. Shuler – Aye Mr. Louderback – Aye Mr. Keyser – Aye
Ms. Hodson – Aye Chairman Miller – Aye

FY2019 VACORP Renewal: Mr. Davis presented the VACORP insurance renewal worksheet for FY2019 for review. After receipt of the worksheet, VACORP will issue a quote for the premium. After discussion, Mr. Shuler made a motion to submit for the same coverage as last year and it was seconded by Mr. Keyser. The motion carried unanimously.

Shentel Report and Network Financials: Mr. Funkhouser presented the sales forecast and operations report for Q2 FY2018. He pointed out that the network will reach capacity, in approximately six months. This initiated a discussion on the future direction for the Authority. Mr. Funkhouser indicated that he will provide cost estimates on upgrade options before the next meeting.

Chairman Miller adjourned the meeting at 4:30.

Brandon Davis, Secretary/Clerk