

1 **Northwest Communications Union District**
2 **Executive Committee Special Meeting**
3 **April 3, 2024, at 10:00am**
4 **Virtual Meeting**
5

6 **Attendance**

7 Mary Kay Raymond (Ops PM), Chasidy Benjamin (Admin, Clerk) Brad Lewis (Business and Finance
8 Manager, Treasurer), Zachary Burdick (Georgia, Chair), Ken Millman (Alburgh, Member at Large),
9 Stu McGowan (Alburgh, Member at Large), Brenda Churchill (Bakersfield, Member at Large)

10
11 **Call to Order, Roll Call, Adjustments to Agenda**

12 Chair Z. Burdick called the meeting to order at 10:02am, a roll call was conducted, and a quorum
13 was present to conduct business. There were no adjustments to the agenda.
14

15 **Public Comment**

16 No members of the public present, therefore no public comment.
17

18 **Approval of Minutes 03/13/24**

19 *K. Millman motioned to approve 03/13/24 minutes. B. Churchill seconded. Z. Burdick abstained.*
20 *Motion carried.*
21

22 **Personnel (executive session)**

23 *Z. Burdick motioned to enter Executive Session including NWFY Staff to review further Personnel*
24 *details whereas premature general public knowledge regarding the related Personnel details would*
25 *clearly place the public body, or a person involved at a substantial disadvantage. B. Churchill*
26 *seconded. Motion carried.*
27

28 Z. Burdick reported that the group had a discussion regarding Personnel but noted that no action
29 was taken in Executive Session other than to end Executive Session.
30

31 **Operational Update**

32 M. K. Raymond reported:

- 33
 - VCBB has a special meeting scheduled for our ARPA funds on April 29th.
 - Our subrecipient grant should be coming through soon.
 - NWFY staff picked up a conference table this week and moved it into the Fairfield office.
- 36 We are still looking for affordable chairs.
37

38 B. Lewis stated that we spoke with Pivot Tech yesterday asking them to write an RFP for us for our
39 BEAD application.
40

41 B. Lewis asked the committee if we should keep our regularly scheduled Executive Committee
42 meeting next week. He stated that he can present the financials if the committee would like to
43 meet, alternatively they can be sent via email so everyone can review them and ask questions prior
44 to our quarterly Governing Board meeting.
45

46 The members present decided that the Executive Committee would meet next week at our
47 regularly scheduled date and time to review this.

48 **Other Business**

49 None.

50

51 **Adjourn**

52 *Z. Burdick motioned to adjourn. S. McGowan seconded. Motion carried.*

53

54 Meeting adjourned at 10:20am.

55

56