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**Northwest Communications Union District
Executive Committee Regular Meeting
July 24, 2024, at 10:00am
Virtual Meeting**

Attendance

Mary Kay Raymond (Ops PM), Chasidy Benjamin (Admin, Clerk) Brad Lewis (Business and Finance Manager, Treasurer), Zachary Burdick (Georgia, Chair), Cathy Ainsworth (Fairfield, Vice Chair), Stu McGowan (Alburgh, Member at Large), Brenda Churchill (Bakersfield, Member at Large), Kerem Durdag (GWI), Matt Stebbins (Sheldon)

Call to Order, Roll Call, Adjustments to Agenda

Chair Z. Burdick called the meeting to order at 10:04am, a roll call was conducted, and a quorum was present to conduct business. There were no adjustments to the agenda.

Public Comment

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

Approval of Minutes 06/26/24

Z. Burdick motioned to approve 06/26/24 minutes. B. Churchill seconded. Motion carried.

Financial Review

B. Lewis asked the committee if they had any questions on the financial statements that were given to them to review prior to the meeting.

The committee stated that they have no questions.

Logo

Z. Burdick stated that the new NWFx/GWI logo was sent out to the committee to review prior to this meeting. This logo incorporates the suggestion from Tom Cecere that it say GWI Vermont. He stated that we will share this with the full Governing Board at tomorrow's meeting as we believe it to be a solid logo.

Operational Update (executive session)

Z. Burdick motioned to enter Executive Session including NWFx and GWI Staff to review further Operational Update details whereas premature general public knowledge regarding the related Operational Update details would clearly place the public body, or a person involved at a substantial disadvantage. B. Churchill seconded. Motion carried.

Z. Burdick reported that the group had a discussion regarding Operational Update details but noted that no action was taken in Executive Session other than to end Executive Session.

M. K. Raymond reported that we have received our ARPA grant. We worked with our lawyer and returned it to VCBB staff. Once we get this back from VCBB we can have Zach sign it and submit our first invoice for drawdown of this grant.

Other Business

46 C. Ainsworth gave an update on the Fairfield office, stating that the outside ramp is complete as
47 well as the new windows and doors. She asked about a sign for the office.

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49 Z. Burdick confirmed that we are still determining details regarding the sign for outside the office.

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51 **Adjourn**

52 *Z. Burdick motioned to adjourn. C. Ainsworth seconded. Motion carried.*

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54 Meeting adjourned at 10:26am.

DRAFT