

1 **Northwest Communications Union District**  
2 **Executive Committee Regular Meeting**  
3 **August 24, 2022 at 12:30pm**  
4 **Virtual Meeting**  
5

6 **Attendance**

7 Sean Kio (ED), Chasidy Benjamin (Admin), Brad Lewis (Treasurer), Zachary Burdick (Georgia, Chair), Cathy  
8 Ainsworth (Fairfield, Vice Chair), Elisabeth Nance (Swanton Town and Swanton Village, Clerk), Ken  
9 Millman (Alburgh, Member at Large), Stu McGowan (Alburgh, Member at Large), Steve Deal (St. Albans  
10 Town, Member at Large)  
11

12 **Call to Order, Roll Call, Adjustments to Agenda**

13 Chair Z. Burdick called the meeting to order at 12:43pm, a roll call was conducted, and a quorum was  
14 present to conduct business. There were no adjustments to agenda.  
15

16 **Public Comment**

17 Matthew LeFluer and Leisa Fearing were present, however no public comment.  
18

19 **Approval of Minutes 7/13/22, 7/28/22, 8/4/22**

20 *K. Millman motioned to approve 7/13/22 and 7/28/22 minutes. Z. Burdick seconded. Motion carried.*  
21

22 *K. Millman motioned to approve 8/4/22 minutes. S. McGowan seconded. Motion carried.*  
23

24 **Code of Ethics**

25 C. Benjamin asked the Executive Committee if staff should send out the code of ethics to be signed by  
26 each Governing Board member since it has been approved. K. Millman stated that this was not sent out  
27 yet, as the Executive Committee was still doing research on what our options are for the penalties and  
28 what enforcement mechanisms can be used. C. Ainsworth stated she believes there is something in the  
29 state statue in an email that Ken had sent. Z. Burdick asked Chasidy to forward NWCUD's Code of Ethics  
30 along with the email that Ken sent earlier to review once more before our next Executive Committee  
31 meeting.  
32

33 **ISP Partnerships**

34 S. Kio stated that it is staff's preference to work with our partner at NRTC and structure our own set of  
35 licensing fees and a rate sheet instead of putting out an RFP for other ISPs. We might be able to seek a  
36 different licensing model than we initially thought, which could be financially beneficial. We do not  
37 need to rush into a solution, and this will allow us time to move forward successfully. Once we do that,  
38 we can then issue an RFI to solicit interest from potential ISPs who will seek to license access. This aligns  
39 with the Governing Board's decision at last week's meeting.  
40

41 **Organizational Email**

42 S. Kio stated that our new members at large should have received an invitation to their personal email  
43 address to access their NWCUD email. For document and data sharing for this group we should utilize  
44 this for organizational communications moving forward.  
45

46 **Other Business**

47 S. Kio would like to send out the Community Memo as soon as possible providing them with an NWF  
48 update. The group discussed a few revisions to make to the document and then approved Sean to send  
49 this out once restructured to town clerks, managers, legislators and NWF Governing Board.

50

51 **Adjourn**

52 *Z. Burdick motioned to adjourn. K. Millman seconded. Motion carried.*

53

54 Meeting adjourned at 1:12pm.

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