

## MINUTES

### Regular Meeting of the Board of Directors of the Eastern Shore of Virginia Broadband Authority

July 25, 2024

Board members in attendance were: Elaine Meil, John Reiter, Charles Kolakowski, Kelvin Pettit, and Mike Mason

ESVBA management participating in the meeting who were in attendance: Robert Bridgham and Leah Hoopes (Secretary)

Members of the public attending were: None

Mr. Reiter called the meeting to order at 2:00 pm.

#### **AGENDA ADOPTION**

*Mr. Pettit moved to adopt the agenda. Mr. Kolakowski seconded. Motion passed unopposed.*

#### **PUBLIC COMMENT**

None

#### **REVIEW OF MINUTES**

*Ms. Meil moved to approve the Annual Board Meeting Minutes and the Regular Board Meeting Minutes from May. Mr. Kolakowski seconded. Mr. Mason abstained. Motion passed unopposed.*

#### **SYSTEM STATUS & BUILD REPORT**

1. WiFi Hotspots- There are currently 27 of the 28 hotspots in service. Ebenezer Church is still offline.
2. Residential Broadband- Mr. Bridgham reported that the Authority has 4111 active residential customers. He stated

that there are 84 customers in service in Harborton, 33 in Bobtown, 225 in Church Neck, 71 in Sanford, 48 on Cheapside, 4 on Cobbs Station, 108 in Accomac, 12 in Townsend, 706 in Greenbackville, 85 in Atlantic, 82 in Wattsville/Horntown, 157 in Oak Hall, 120 in Hallwood, 91 in Painter/Quinby, 118 in Eastville, 174 in Nassawadox, 9 in Oyster, 375 in Exmore, 132 in Belle Haven, 40 in Cheriton, 51 in Wachapreague, 509 in Onancock, 424 in Cape Charles, 210 in Parksley, 4 in Nocks Landing, 51 in Saxis, 52 on Chincoteague, and 136 on Tangier.

3. WISP EVPL Program- Mr. Bridgham informed the BOD that there are still 59 sites are in service.
4. Microcommunity Program- There are 42 communities that are in service.
5. USDA Bailey Neck & Mt Nebo CDF- As of 5/16, the ESVBA is clear of their part 106 review and expect to move to the final review and contract phase.
6. USDA Custis Neck & Locustville CDF- The ESVBA was awarded \$286K to service the Custis Neck and Locustville communities.
7. Assistance Programs- Mr. Bridgham presented a report showing details for all of the assistance programs.

### **OLD BUSINESS**

- a. VATI FY22 Report – Mr. Bridgham provided a report for the board on the VATI update. He stated that 11 areas are fully complete.
- b. Cyber Assessment Status– Mr. Bridgham gave a report on the Cyber Assessment this far. The company has done internal and external testing and have not found any major issues. The draft report should be received in August, and the final reports to follow.
- c. BEAD Status- Mr. Bridgham gave an update on the status for BEAD and reviewed the requirements.

### **TREASURER’S REPORT**

None

### **BOARD COMMENTS**

None

### **CLOSED SESSION**

Motion to enter into closed session according to Section 2.2-3711 of the Code of Virginia of 1950, as amended;) Paragraph 1: Discussion, consideration, or interviews of prospective candidates for employment; assignment, appointment, promotion, performance, demotion, salaries, disciplining, or resignation of specific public officers, appointees, or employees of any public body; and evaluation of performance of departments or schools of public institutions of higher education where such evaluation will necessarily involve discussion of the performance of specific individuals. Any teacher shall be permitted to be present during a closed meeting in which there is a discussion or consideration of a disciplinary matter that involves the teacher and some student and the student involved in the matter is present, provided the teacher makes a written request to be present to the presiding officer of the appropriate board. Nothing in this subdivision, however, shall be construed to authorize a closed meeting by a local governing body or an elected school board to discuss compensation matters that affect the membership of such body or board collectively. Paragraph 33: Discussion or consideration by a local authority created in accordance with the Virginia Wireless Service Authorities Act (§ [15.2-5431.1](#) et seq.) of confidential proprietary information and trade secrets subject to the exclusion in subdivision 19 of § [2.2-3705.6](#), made by Mr. Kolakowski, seconded by Mr. Mason. The following board members were present: Mr. Reiter, Ms. Meil, Mr. Mason, Mr. Pettit, and Mr. Kolakowski, and voted affirmative.

After closed session, the Chair reconvened the meeting. Motion was made by Ms. Meil, seconded by Mr. Pettit that the Board had entered the closed session for that purpose as set out in Paragraph 1 and 33 of Section 2.2-3711 of the Code of Virginia of 1950, as amended. Roll call vote taken Vote was that no other business discussed than as advised in Paragraph 1 and 33. The following board members were present: Mr. Reiter, Ms. Meil, Mr. Mason, Mr. Pettit, and Mr. Kolakowski, and voted affirmative.

*Ms. Meil motioned to increase the Executive Director's salary by 3%. Mr. Mason seconded. Motion passed unopposed.*

### **ADIJOURNMENT**

*Ms. Meil moved to adjourn at 3:00pm.*

These minutes were approved at the Sept. 26, 2024 meeting of the Board of Directors of ESVBA.



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Presiding Officer

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Leah Hoopes, Secretary