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## Southern Tier Network, Inc. May 14, 2015 Minutes

### **ATTENDANCE**

**Board Members:** Alan Eusden; Carl Hayden; Mike Krusen; Judy McIntosh; Timothy O'Hearn; Mark Rogus; Marcia Weber; Jack Wheeler; Howard Zingler

**Excused:** Mark Alger; Dave Hopkins; Jim Osborn; Michael Printup; Thomas Santulli

**CEO:** Steven Manning

**Guests:** Joe Starks; Marcelle VanPatten - ECC Technologies

JK Hage; Amy Porter--Hage and Hage (via conference call)

David Salway; Angela Liotta--NYS Broadband Office (via conference call at 11:30 AM)

Jessica Nava; Phil Yawman--Finger Lakes Technology Group

Dan Wilhelm, STC/STN Accountant

**CALL TO ORDER** - The meeting was called to order at 10:15 AM by chair Marcia Weber in the STC conference room.

1. **APPROVAL OF THE MINUTES** - on a motion duly made (Krusen/Eusden) and carried, the minutes of the April 9, 2015 meeting were approved.
2. **PRESENTATION BY FLTG** – Representatives from Finger Lakes Technologies Group (FLTG) presented an overview of the company and discussed the benefits of a partnership/collaboration with STN. The FLTG representatives then left the meeting.

On a motion duly made (Hayden/Krusen) and carried, the board went into **EXECUTIVE SESSION** for the purpose of discussing contractual and customer-specific information.

On a motion duly made (Eusden/McIntosh) and carried, the Board came out of **executive session** with **no action** being taken.

The board asked the CEO to send a letter thanking Finger Lakes Technologies Group for their presentation and telling them that STN would be pleased to consider proposals from them regarding collaboration.

### 3. **ECC PROJECT STATUS AND SALES AND MARKETING REPORT**

- a. **Project Status** – (emailed) ECC updated the board on the status of projects.
- b. **Marketing / Sales Report** – no additional information was presented.
- c. **PEG Bandwidth Outage Report – Update** – there was another outage reported, and resolution was within STN's service level requirements.

4. **AUDIT-FINANCE COMMITTEE REPORT**

- a. **Report on Internal Control Measures** – the committee met and discussed the internal control measures that were highlighted in the 2014 Audit. The STN accountant and ECC created Standard Operating Procedures that were then reviewed and approved by the Audit Committee. These procedures will address the internal control findings identified in the 2014 audit.

5. **PRESENTATION BY NYS BROADBAND PROGRAM OFFICE**

David Salway, Director of the NYS Broadband Program Office, and Angela Liotta, Broadband Outreach Director, updated the board by telephone on the governor's initiative to build out into the communities. Mr. Salway addressed questions from board members with regard to match and reported the Regional Economic Councils will play a strategic role coordinating applications within their region.

The 2015 NYS Broadband Summit will be on June 11 and 12, 2015 in Albany. The board thanked Mr. Salway and Ms. Liotta for their presentation, and the call ended.

6. **GOVERNANCE COMMITTEE REPORT**

- a. **Report on Yates County IRU** – the governance committee reviewed and discussed the Yates County IRU and recommends that STN accept the IRU as it was submitted. After board discussion, on a motion duly made (Hayden/Rogus) and carried, the Yates County IRU was approved. It was suggested that the Yates County representative (see By-Laws) be invited to attend the next STN board meeting.

7. **OTHER**

- a. **STN Board of Directors Retreat** - a poll will be sent to the subcommittee to determine a good date to discuss the retreat.
- b. **2015 Broadband Communities Summit Report – LET'S GIGAFY AMERICA** – the CEO and board member Hopkins attended the Summit. The information obtained was pertinent and informative. Summary notes of the conference will be forwarded to the board.
- c. **Chemung County Chamber of Commerce Visit** – the visit will be for the purpose of discussing small business opportunities. ECC has been invited to attend.
- d. **Next Board Meeting** – the Broadband Summit in Albany is the same day as the June board meeting. STN has nominated ECC for an award. The board suggested changing the date of the June meeting. An email will be circulated to see what date works for board members.

8. **ADJOURN** – On a motion duly made (O'Hearn/Rogus) and carried, the meeting adjourned at 12:15.

Respectfully submitted,  
Susan M. Cratsley, Recording Secretary