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**Southern Tier Network, Inc.
September 14, 2017
Meeting Minutes**

ATTENDANCE

Board Members: Carl Hayden; Robert Lawton Judy McIntosh; Tim O’Hearn; Jim Osborn; Mark Rogus; Marcia Weber; Steve Wilber; Howard Zingler; David Hopkins (telephonic)

Excused: Alan Eusden; Mike Printup; Jack Wheeler

CEO: Steven Manning

Guests: Andy Lukasiewicz - ECC Technologies
Joe Starks – ECC Technologies (telephonic)

CALL TO ORDER - The meeting was called to order at 10:05 AM by chair Marcia Weber in the STC conference room.

1. **APPROVAL OF THE MINUTES** – On a motion duly made (McIntosh/Osborn) and carried the minutes of the June 8, 2017 and July 13, 2017 meetings were approved.
2. **FINANCE/AUDIT COMMITTEE REPORT**
 - a) **Review/Approval of Enterprise Risks Identification Document** – The finance committee recommended approval of the revised 2017 Enterprise Risks Identification document, and the board carried that motion/second.
 - b) **Presentation of Financials** – the financials were distributed, reviewed, and discussed by the board.
 - c) **Report on Revenue Opportunity** – to be discussed under ECC report.
 - d) **Other** – upon review of the STNe project, the finance committee recommended ending the M&T Bank committed line of credit. Approved by board.
3. **GOVERNANCE COMMITTEE REPORT**
 - a) **Report on Taxation Implications** – STN legal counsel recommends STN continue with its submission of the 501 (C)(3) application as it is prudent and appropriate to do so.
 - b) **Review Updated Organizational Chart** – the board reviewed and discussed the organizational chart and suggested modifications. These modifications will be made and presented to the Governance Committee at their October meeting for final confirmation.
 - c) **Review Public Service Governance Committee (PSGC) Interoperability Project** – the STN governance committee reviewed a recommendation from the PSGC to provide roughly \$89,000 of PSGC funds to implement the Mutualink application over the four county private network. The board discussed at length and approved the Governance Committee’s recommendation for approval.

4. **STRATEGIC PLANNING COMMITTEE**

- a) **Discussion and Update on Rural Focus, RFP Update** – the Request for Proposal (RFP) was sent out to 11 carriers in late August. To date, STN has had responses and question from four of the service providers. The deadline to receive RFPs is September 28, 2017.
- b) **Next Meeting, September 29, 2017 at 9:30 AM in the STC Conference Room** – the strategic planning committee will meet on September 29.

5. **ECC REPORT** – on a motion duly made (Hayden/McIntosh) and carried, the board went into **executive session** for the purpose of discussing contractual and customer-specific information.

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

MOTION: On a motion duly made (O’Hearn/Wilber) and carried, STN will contribute up to \$5,000 for a fiber build into The Center (aka: Holding Point) in Horseheads.

6. **OTHER**

- a) **Next Board Meeting:** the next meeting will be October 12, 2017.

7. **ADJOURN** – the meeting adjourned at noon.

Respectfully submitted,
Susan Cratsley
Recording Secretary