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Southern Tier Network, Inc.
May 10, 2018
Board Meeting Minutes

ATTENDANCE

Board Members: Carl Hayden; Robert Lawton; Judy McIntosh; Tim O’Hearn; Jim Osborn; Marcia Weber; Jack Wheeler; Steve Wilber; Howard Zingler

Excused: Alan Eusden; Dave Hopkins; Mark Rogus

CEO: Steven Manning

Accountant: Tony Marzolino

Guests: Andy Lukasiewicz, ECC Technologies
Chelsea Robertson, STCRPDB

CALL TO ORDER – The meeting was called to order at 10:08 AM by chair Marcia Weber in the STC conference room.

INTRODUCTION - Marcia Weber welcomed everyone to the meeting and introduced new board member (as of July 1) Chelsea Robertson. Chelsea is the incoming Executive Director of Southern Tier Central Regional Planning and Development Board.

1. **APPROVAL OF THE MINUTES** – Minor revisions were made to the minutes. On a motion duly made (McIntosh/O’Hearn) and carried, the minutes of the April 12, 2018 meeting were approved as revised.

2. **GOVERNANCE COMMITTEE REPORT**

a) **STN Mission Statement Review - Approval** – the committee reviewed the Mission Statement and recommended that the board approve it. The board made a minor revision to the Mission Statement. On a motion duly made (Wheeler/Hayden) and carried, the Mission Statement was approved as revised.

3. **AUDIT - FINANCE COMMITTEE REPORT**

a) **1st Quarter Financials** –Judy McIntosh led the review of the first quarter financials. The Finance Committee is comfortable with the quarterly report.

b) **Recommendation 2018 External Auditor** - The Audit Committee recommends board approval of the EFPR engagement letter for preparation of the STN 2018 Audit, seconded by O’Hearn, and carried.

4. **ECC REPORT**

a) **Marketing and Sales Report**

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

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

MOTION: on a motion duly made (Wheeler/Hayden) and carried, the board approved STN's submittal of a proposal to NYS Empire State Development to extend Project# Z-239.

5. **OTHER**

- a) **Other** - The board discussed a proposal to get high-speed, affordable internet service to a rural underserved business in Schuyler County as an interim step towards a long-term solution that is scheduled to be in place at the end of 2018. ECC will contact the service provider regarding timing and cost. Once STN receives details, the proposal will be sent to the board via email for approval.
- b) **Next Board Meeting** – The next meeting will be held on Thursday, June 14, 2018.

ADJOURN – On a motion duly made (Hayden/McIntosh) and carried, the meeting adjourned at 11:45AM.

Respectfully submitted,
Susan M. Cratsley
Recording Secretary