

Southern Tier Network
Governance Committee
April 11, 2013
MINUTES

Members Present: Mark Middaugh, Marcia Weber, David Hopkins, Howard Zingler
Interested Party Present: Steven Manning

The meeting was called to order at 9 AM by Chair Marcia Weber.

1. INTEROPERABILITY GRANT

- a. Discussion of STN's liability
- b. Have Hage and Hage review and provide counsel
- c. Submit Schuyler application for the interoperability grant to H&H for review

2. INTERNAL CONTROLS

- a. Board should identify risks (service outage, contracts, and pricing, etc.)
- b. Finance /Audit Committee should oversee ABO 2800 (9) reporting requirement

3. BOARD MEMBERSHIP

- a. Lawyer as board member – suggestion made, confer with STN board and Chemung County prior to asking. Lawyer from Sayles & Evans might be interested also
- b. Marketing Rep—no suggestions yet
- c. Interview Satori Group for marketing, publication, and web page work

4. SALES AND MARKETING

- a. Sending monthly report electronically is acceptable; however, we should look to do so in secure/encrypted manner
- b. Mark confidential
- c. Mark exempt from FOIL on document?

5. BOARD MEMBER TRAINING

- a. Continue to remind remaining board of obligation to receive ABO training

On a motion duly made (Dave Hopkins/Howard Zingler) and carried, the meeting was adjourned at 9:50 AM.

Submitted by Steve Manning/Marcia Weber