

**GRANT COUNTY DIGITAL NETWORK COALITION  
BOARD OF DIRECTORS MEETING MINUTES**

March 26, 2019

**BOARD MEMBERS PRESENT**

Josh Walker, Seneca  
Dan Becker, Grant County  
Nathan McFarland, At-large

**BOARD MEMBERS ABSENT**

Denise Porter, At-large  
Brandon Smith, John Day

**STAFF PRESENT**

Nicholas Green, Executive Director

**GUESTS PRESENT**

Chantal DesJardin, City of John Day  
Bob Pereira, John Day  
Rick Hanners, Blue Mtn. Eagle

**Agenda Item No. 1—Open and Note Attendance**

Chairman Walker opened the meeting of the Grant County Digital board of directors at 12:00 P.M. He noted Denise Porter and Brandon Smith were absent and excused.

**Agenda Item No. 2—Approval of Minutes**

*No minutes to approve.*

**Agenda Item No. 3—Appearance of Interested Citizens**

Chairman Walker welcomed the audience and asked if they wished to add any items to the agenda.  
*None were added.*

**Agenda Item No. 4—City Hall Lateral Procurement Decision**

Director Green reviewed the bid information included in the agenda memo and noted there would be a seven-day period following the notice of intent to award before an agreement could be signed with Blue Mountain Telecom. They could then order materials and begin construction once they arrive.

**Co-chairman Becker moved to award the City Hall Lateral to Blue Mountain Telecom for the bid price of \$55,743 and authorize the Executive Director to issue a notice of intent to award and sign the necessary procurement documents. The motion was seconded by Boardman MacFarland. Chairman Walker asked for further explanation of the award timeline and details. The motion was voted on and passed unanimously.**

### **Agenda Item No. 5—Reconnect Pre-subscriber Route**

Director Green presented the proposed subscriber route down Highway 395 South via Google Earth, noting the official map from Commstructure was not ready yet. The line would pick up just south of the County Courthouse, at the end of Oregon Telephone's line south, picking up property owners along the route willing to pre-subscribe. There was discussion about how far off the highway someone could live and be reasonably attainable. Director Green felt that if they were visible from the highway, working with Oregon Telephone they could reach those customers. He noted a lateral to the route would follow County Road 15 to the end, when it hits national forest. Director Green displayed some ViaSat zones they would have to avoid. There was discussion about the other lateral down County Road 63. Chairman Walker noted that about five miles down that road is a concentration of homes that might be a good stopping point. Green noted that distance is probably achievable but with the expected pricing, they would need a 100% subscriber rate to justify the cost. Director Green reviewed the route through Seneca ending at the co-location. He stated that next steps would be to get the pre-subscriber form from CTC, get it out to residents, and do the math on outlier subscriber areas. The board discussed various ways to reach out to the community and the most efficient ways to get forms completed and returned. Director Green asked to coordinate with Oregon Telephone, who might also be applying for a ReConnect grant and need to work on pre-subscribing. There was discussion about the scoring and necessary types of pre-subscribers. He also noted that the grant deadline is end of May so they should aim to have all the forms by the end of April. It was suggested that a list of potential tax lots be used to check off residents who complete the form to avoid duplicate work and stay up to date. There was discussion about the division of labor and utilizing volunteers willing to help reach out to people.

### **Agenda Item No. 6—Website Content Review and Discussion**

Director Green gave a brief demonstration of the new website, noting various components that could be utilized now and in the future. He stated he is still working on email addresses ending in "@grantcountydigital.org" for the board members so he is currently fielding all the contact requests.

### **Agenda Item No. 7—Bylaws and Accounting Procedures**

Director Green clarifications on the language that was highlighted in the agenda memo, noting that with their recommendations he could prepare a document for more critical review in a work session. The board discussed the information with Director Green and agreed to the proposed language highlighted except for:

- ✓ There was a consensus to remove 3.4(b) as a duty of the Executive Directing, noting that if the need for employees or committee members arose in the future they would address management then.
- ✓ Section 3.7 will include the stipulation that should one of the standing officer's position become vacant, the parent agencies will appoint a successor and if there is a vacancy in an at-large position, they will be appointed by the board.
- ✓ Under Section 5.1, "City of John Day's finance director" be changed to "Executive Director". Striking the establishment of a General Fund, will be replaced with better language defining how the board will use the City of John Day's financial systems, until the board deems it necessary to establish its own General Fund and financial credentials.

**Agenda Item No. 8—Other Business and Upcoming Meetings**

Chairman Walker reviewed the upcoming meetings, it was noted there was a typographical error in the agenda memo and the Tuesday, March 19<sup>th</sup> board meeting is actually scheduled for April 16<sup>th</sup> as stated in the agenda summary. He also suggested the bylaw review be postponed to the April 16<sup>th</sup> meeting to just discuss the logo and mission statement at the April 4<sup>th</sup> work session. Co-chairman Becker noted he had reached out the County Commissioners to give an update but had not received any response; he expected to see them at the County Court meeting the following day.


**Adjourn**

**There being no further business before the board, Boardman MacFarland moved to adjourn the meeting at 12:52 P.M. The motion was seconded by Co-chairman Becker and passed unanimously.**

Respectfully Submitted:

Nicholas Green

ACCEPTED BY THE BOARD ON APRIL 16, 2019.

  
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By: Josh Walker, Chair