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BOARD MEMBERS:

*Bob Cowell, City of Roanoke
Gary Larrowe, Botetourt County
Mike McEvoy, Citizen
Daniel R. O'Donnell, Roanoke County
James Taliaferro, II, City of Salem
Dr. Scott Midkiff, Virginia Tech
Keith Perry, Carilion*

MINUTES

The March 2021 Board Meeting of the Roanoke Valley Broadband Authority was held virtually on March 19, 2021 at 8:30 a.m. A video recording of the meeting is available.

1. CALL TO ORDER, WELCOME AND ROLL CALL

Chairman McEvoy called the meeting to order at 8:30 a.m. and welcomed those in attendance. In particular, Ms. Tywanii Ross was introduced as a new staff member for the RVBA.

Wayne Strickland, Secretary to the Broadband Authority, called the roll and reported that a quorum was present.

Roanoke Valley Broadband Authority Board Members: *Present:* Gary Larrowe, Botetourt County (from Buchanan); Mike McEvoy, Citizen (from 2584 Inglewood Rd, Roanoke); Dan O'Donnell, Roanoke County (5204 Bernard Drive, Roanoke), Jay Taliaferro, City of Salem (114 N. Broad Street, Salem); Dr. Scott Midkiff, Virginia Tech, (6109 Albemarle Lane, Blacksburg); and Keith Perry, Carilion (3853 Ballyhack Trail, Roanoke).

OTHERS IN ATTENDANCE

Broadband Authority Staff: Jim Bandy, Olivia Dooley, Tywanii Ross, Frank Smith, Barry Stacy,

Roanoke Valley-Alleghany Regional Commission Staff: Matt Miller and Wayne Strickland.

Others: Sam Darby, Glenn Feldmann Darby & Goodlatte; Jill Loope, Roanoke County Economic Development; Jennifer Eddy, EddyAlexander; and Jeff Crowder, Virginia Tech.

2. Approval of Minutes

The January 15, 2021 minutes were presented. Dan O'Donnell moved that the minutes be approved. The motion was seconded by Gary Larrowe. The motion was adopted by a unanimous voice vote of 6-0.

3. Treasurer's Report

Frank Smith gave an overview of the financial statements for January and February 2021. Mr. Smith mentioned that the year is going well because of CARES funds and revenue from

new customers. The negative in February is related to unique expenditures on capital projects. Revenue is at 128% of goal.

4. FY 2021 Revised Budget

Mr. Smith pointed out it is normal this time of year to present a revised budget to adjust for changes in revenue and projects. Mr. Smith gave an overview of the numbers presented in the agenda attachment and indicated budgeted revenue is being revised by 31%. Mr. O'Donnell asked for the source of the extra revenue. Mr. Smith said the increase came from both CARES funds and service revenue from new customers and next generation providers. Mr. O'Donnell asked about "pass through" funds. Mr. Smith explained they are funds that don't come directly to the RVBA; but go directly to a third party as contracted and thus, these funds are not considered revenue. Mr. Larowe asked how the RVBA is positioning itself to take advantage of new government funding opportunities. Mr. Smith gave an overview of new federal funding opportunities. The RVBA has also been working with local federal legislators on related broadband grant requirements and funding issues that could impact this region. Mr. Smith also indicated that the vendors used by the RVBA have good supply management and their inventory that has not affected existing projects thus far. Finally, the RVBA is keeping up with both federal and state grant opportunities. Mr. O'Donnell asked about future government contributions. Mr. Smith indicated this would be covered in the May meeting in Part 2 of his Strategic Direction and Planning presentation.

Mr. O'Donnell moved to adopt the revised budget. The motion was seconded by Jay Taliaferro. The motion was adopted by a unanimous voice vote of 6-0.

5. Strategic Direction and Planning Presentation Part 1

Mr. Smith gave a presentation on the direction and planning process of the RVBA. The presentation focused on "How did we get here and where do we go next". Part 2 will be presented in May. The presentation focused on history, progress, compliance, performance, and capacity. The network started out as 50 miles; but has now expanded to 110 miles and has attracted new vendors, competition, and innovation to the region. Mr. Smith pointed out that there are challenges and opportunities ahead and that the RVBA should develop a strategic plan to identify how the region is best served in the future; specifically, enhance infrastructure, technology acceleration, and operation excellence. In the May meeting, financials and future directions will be discussed. Mr. O'Donnell asked if revenue included government contributions. Mr. Smith stated that revenue shown on the slides did not include government contributions. Mr. O'Donnell stated that the RVBA should focus on strategic planning as it relates to access for everybody and how federal and state dollars may play a role. Mr. McEvoy asked if Dr. Midkiff and Mr. Perry would be willing to assist in developing a strategic plan for the RVBA. Mr. Perry agreed and Dr. Midkiff indicated interest (via Jeff Crowder). Dan O'Donnell stated that it would be useful to have a presentation available on the strategic plan for local government boards.

6. Other Business


Mr. Smith gave a General Assembly update. New state legislation allows for up to 10% of VATI funds by municipal broadband authorities. Additionally, AEP and Dominion middle mile projects will now be an available resource for municipal broadband projects. Mr. Smith will follow-up with AEP on potential partnerships.

The next meeting is May 21, 2021.

7. **Adjournment**

The meeting was adjourned at 9:31 a.m.

Submitted by:

A handwritten signature in black ink that reads "Wayne G. Strickland". The signature is written in a cursive, flowing style.

Wayne G. Strickland
Secretary to the Roanoke Valley Broadband Authority