

ROANOKE VALLEY BROADBAND AUTHORITY

601 S. Jefferson Street, Suite 110, Roanoke, VA 24011
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BOARD MEMBERS:

Bob Cowell, City of Roanoke
Gary Larrowe, Botetourt County
Michael T. McEvoy, Citizen
Richard Caywood, Roanoke County
James Taliaferro, II, City of Salem
Dr. Scott Midkiff, Virginia Tech
Keith Perry, Carilion

DRAFT MINUTES

The Special Called Board Meeting held on June 15, 2022, in the office of the Roanoke Valley Broadband Authority located at 601 S. Jefferson Street, Ste 110, Roanoke, Va. 24011 @ 11:00 a.m.

1. CALL TO ORDER, WELCOME AND ROLL CALL

Chairman McEvoy called the meeting to order at 11:00 a.m. and welcomed those in attendance.

Roll call was done by Secretary / Treasurer Ms. Tywanii Ross. All Board members were present with the exception of Mr. Jay Taliaferro, City of Salem, who joined the meeting at 11:01 a.m. A Quorum was stated by the Secretary / Treasurer Ms. Tywanii Ross. Chairman McEvoy introduced Mr. Mike Lockaby, Botetourt County Attorney, as well as Ken McFayden, Director of Economic Development, Botetourt County.

Roanoke Valley Broadband Authority Board Members: Present: Mr. Bob Cowell, City of Roanoke; Mr. Gary Larrowe, Botetourt County; Mr. Mike McEvoy, Citizen; Mr. Jay Taliaferro, City of Salem; Dr. Scott Midkiff, Virginia Tech, and Mr. Keith Perry, Carilion, Richard Caywood, Roanoke County.

OTHERS IN ATTENDANCE

Broadband Authority Staff: Mr. Frank M. Smith II, President & CEO; Ms. Tywanii Ross, Business Operations Administrator.

Others: Mr. Sam Darby, Glenn Feldmann Darby & Goodlatte; Mr. Ken McFayden, Director of Economic Development, Botetourt County; Mr. Mike Lockaby, Botetourt County Attorney.

2. Approval of Budget FY 23

The Budget was presented in the March 2022 Board meeting, no changes were made to what was presented, Mr. Frank Smith gave a brief overview of the trend in Service Revenue.

Mr. Frank Smith thanked the County of Roanoke, the Cities of Roanoke and Salem for their continued operating support. Mr. Richard Caywood from Roanoke County made the suggestion to move the Operations Subsidy for locality support under a different label in order for the report to be better understood by each locality Board, and Mr. Frank Smith agreed. Chair McEvoy requested the motion to approve the Budget FY 23, Mr. Bob Cowell, City of Roanoke, made the motion to approve, Mr. Jay Taliaffero, City of Salem seconded. Roll was called by Ms. Tywanii Ross, Secretary / Treasure . The motion was adopted and approved with a unanimous vote of 7-0.

3. Approval of Vice Chair Nomination

The Vice Chair seat needed to be filled to replace Mr. Dan O'Donnell, Roanoke County. Chair McEvoy has spoken to Mr. Taliaffero, City of Salem, who has accepted to fill that seat and serve as Vice Chair. Mr. Taliafferro stated he would happy to do it. Mr. Gary Larrowe moved on the motion to approve Mr. Jay Taliaffero as Vice Chair, Mr. Bob Cowell, City of Roanoke, seconded the motion. All were in favor of Mr. Jay Taliaffero as Vice Chair.

4. Approval of Transition of General Counsel

Mr. Sam Darby, General Counsel for the RVBA is working on a 1 year glide path to Retirement. Mr. Frank Smith reached out to Watts Burks, who has worked with Sam Darby. There will be an interview process to determine a replacement for Mr. Darby. Vice Chair Taliafferro will head up the process and will invite Mr. Watts Burks to the next RVBA Board Meeting in July 2022. Mr. Richard Caywood, Roanoke County will assist Mr. Jay Taliaffero, City of Salem , with this process.

5. Closed Session

Motion made by Mr. Bob Cowell, City of Roanoke, and seconded by Mr. Jay Taliaffero, City of Salem. Chair McEvoy asked if the Board was opposed to staff sitting in on a Closed session. Mr. Sam Darby stated that the Board has control of who can stay. Mr. Gary Larrowe requested permission that Mr. Mike Lockaby, and Mr. Ken McFayden sit in on the Closed Session Meeting, permission was granted.

6. End Closed Session and Reconvene to Regular Meeting

All agreed to end the closed session meeting with a motion made by Mr. Gary Larrowe, Boteoturt County, and seconded by Mr. Jay Taliaffero, City of Salem.

Roll called by Secretary / Treasure to certify closed meeting. Chair McEvoy asked that He be authorized to approve the settlement contract in substantial form as presented to the meeting with such revisions as the Chairman shall determine in his discretion to be appropriate and in the best interest of the Authority. Motion made by Mr. Bob Cowell, City of Roanoke, then seconded by Mr. Jay Taliaffero, City of Salem. Roll called by Ms. Tywanii Ross, Secretary / Treasure with a unanimous vote of 7-0.

7. **Other Business**

No other Business was discussed

8. **Adjournment**

Special Called Meeting was adjourned @ 11:51 a.m.

Minutes Submitted by Tywanii Ross
Secretary to the Roanoke Valley Broadband Authority