



FINAL MINUTES

The September 16, 2022 Board Meeting of the Roanoke Valley Broadband Authority was held at 8:30 a.m. @ 601 S. Jefferson Street, Roanoke, VA. 24011.

1. CALL TO ORDER, WELCOME AND ROLL CALL

Chairman Taliaferro called the meeting to order at 8:30 a.m. and welcomed those in attendance.

Roll was called by Secretary Ms. Tywanii Ross. All Board members were present with the exception of Mr. Keith Perry, Carilion and a quorum was established.

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

OTHERS IN ATTENDANCE

Broadband Authority Staff: Mr. Frank Smith II, President & CEO; Mr. James Bandy, Director Vice President of Network Operations; Ms. Tywanii Ross, Business Operation Administrator & Secretary to the Board.

Others: Mr. Sam Darby, Glenn Feldmann Darby & Goodlatte; Mr. Matthew Shaughnessy, Wallace 360.

2. Approval of Minutes

The July 15, 2022 minutes were presented. No additions or corrections were needed. Chairman Taliaferro asked for a motion to approve. Motion was made



by Gary Larrowe, County of Botetourt and seconded by Mr. Richard Caywood, County of Roanoke. All present agreed with a voice vote.

3. Treasurer's Report

Mr. Frank Smith gave an overview of the financial statements for July and August 2022. He stated that we are on track, making mention that Ms. Ross, Board Secretary has been working on the A/R and only 1 account is outstanding, and he gave many thanks. Having some issues with the supply chain we are now looking @ 52 weeks for delivery, so we are making strategic purchases, not carrying too much inventory, but enough. Changes made on the Operating Statements as requested by Mr. Richard Caywood, County of Roanoke, from Contributing to Locality Support to make things easier to recognize by each locality.

4. Project Updates

A slide presentation was given by Mr. Smith making mention that Wallace 360 has been working on our branding and Imaging. Our site rvba.online has been updated, and notifications have been sent out in regard to this and was well received. We are working with Bob Picchi, and PFM to prepare for our Offsite Strategic Planning Meeting, our Marketing Team and the team here at the RVBA have been working in regard to the next steps of the RVBA to be discussed on October 25, 2022. Details are being worked out so that it can be discussed in that meeting as requested by the Board. John Schoenbaum has been brought in as a Grant Writer for the RVBA who has a great amount of experience on the technology side. He will be a great asset to the team. No closed session will be needed in that meeting.

5. Other Business

Next Board meeting will be held on November 18, 2022 which will follow the work session on October 25, 2022.



6. Closed Session

Chairman Taliaferro asked for a motion to enter Closed Session to discuss the appointment of Legal Counsel. Motion was made by Mr. Gary Larrowe, Botetourt County, and seconded by Mr. Bob Cowell, City of Roanoke without any discussion needed. All members present agreed with a voice vote.

7. End Closed Session and Reconvene to Regular Meeting

Motion requested by Chairman Taliaferro to come out of closed session and to return to regular meeting. Motion made by Dr. Midkiff, Virginia Tech and seconded by Mr. Bob Cowell, City of Roanoke. A motion was requested by Chairman Taliaferro to certify the Closed Session. Motion was made by Mr. Bob Cowell, City of Roanoke, and seconded by Mr. Richard Caywood, County of Roanoke. No other discussion was needed, roll was called by Ms. Tywanii Ross, Board Secretary all present members agreed with a voice vote. Chairman Taliaferro requested a motion to appoint Legal Counsel. Mr. Richard Caywood, County of Roanoke, made the motion to appoint Mr. Jeremy E. Carroll with Gynn, Waddell, Carroll & Lockaby, P.C. , seconded by Mr. Bob Cowell, City of Roanoke. Mr. Sam Darby will serve alongside Mr. Carroll until the transition can be made, with many thanks to Mr. Sam Darby for his times served. Roll was called by Ms. Tywanii Ross, all Board members agreed with a voice vote. One item that was not on the agenda in regard to policy on remote participation. Mr. Sam Darby expounded on how this is to work. Mr. Mike McEvoy, Board Treasure made the motion to adopt the policy on remote participation, and seconded by Mr. Richard Caywood, County of Roanoke. No other discussion was needed, all members that were present agreed with a voice vote.

Meeting Adjourned @ 8:54 a.m.

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