



JANUARY 19, 2024 MINUTES

The January 18, 2024 Board Meeting of the Roanoke Valley Broadband Authority was held at 9:30 a.m. @ 601 S. Jefferson Street, Roanoke, VA. 24011 in the Boardroom of the Western Virginia Water Authority 2nd floor.

1. CALL TO ORDER, WELCOME AND ROLL CALL

Vice Chairman Caywood called the meeting to order at 9:31 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. Bob Cowell, City of Roanoke, who was present @ 9:36 a.m. 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. Robert Lite, City of Salem; Mr. Gary Larrowe, County of Botetourt; Vice Chairman Caywood, County of Roanoke, Mr. Keith Perry, Carilion.

OTHERS IN ATTENDANCE

Broadband Authority Staff: Mr. James Bandy, President, Ms. Tywanii Ross, Business Operation Administrator & Secretary to the Board, Mr. Barry Stacy, Outside Project Manager.

Others: Mr. Watts Burks, Esquire, Woods Rogers Vandeventer Black; Mr. Matthew Shaughnessy, Wallace 360.



2. Approval of Minutes

The September 15, 2023 minutes were presented. No additions or corrections were needed. Vice Chairman Caywood asked for a motion to approve. Motion was made by Mr. Michael McEvoy, Treasurer and seconded by Mr. Keith Perry, Carilion. All present agreed with a voice vote.

3. Treasurer's Report

Mr. James Bandy, President gave an overview of the financial statements for September, October, November and December 2023. Vice Chairman Caywood asked for a motion to approve the financial statements for September, October, November and December 2023. Motion was made by Mr. Gary Larrowe, County of Botetourt and seconded by Mr. Michael McEvoy, Citizen and Treasurer. All present agreed with a voice vote.

4. Project Updates

This item was discussed in the closed session.

5. Other Business

Next Board meeting will be held on May 17, 2024.

Mr. Mike McEvoy, Citizen and Treasurer, added to the Agenda a discussion for Vice Chair Mr. Richard Caywood, County of Roanoke to become Chairman. Mr. Mike McEvoy, Citizen and Treasurer made the motion and it was seconded by Mr. Gary Larrowe, Botetourt County. Roll was called by Secretary, Ms. Tywanii Ross. Chairman Caywood made a motion for Mr. Bob Cowell, City of Roanoke, to become Vice Chair for the Roanoke Valley Broadband Authority, seconded by Mr. Gary Larrowe, County of Botetourt. Roll was called by Secretary Ms. Tywanii Ross. All present agreed with a voice vote. Mr. Light's appointment, City of Salem was established during this time.



Board of Directors

6. Closed Session

Chairman Caywood requested a motion to go into closed session to discuss confidential proprietary information, to discuss with legal actual litigation with a former customer and actual litigation with a former employee. Mr. Gary Larrowe, County of Botetourt made the motion and it was seconded by named Vice Chair Mr. Bob Cowell, City of Roanoke.

7. End Closed Session and Reconvene to Regular Meeting

Motion requested by Chairman Caywood to come out of closed session and to return to regular meeting. Motion was made by Mr. Michael McEvoy, Treasurer, and seconded by Mr. Gary Larrowe, County of Botetourt. A motion was requested by Chairman Caywood to certify the Closed Session. Motion was made by Mr. Gary Larrowe, County of Botetourt, and seconded by Vice Chair, Mr. Bob Cowell, City of Roanoke. Several Board members wanted to acknowledge the good job that Mr. Bandy has been doing since he has agreed to fill in as acting President. 1 Board seat needs to be filled and could possibly come from Virginia Tech. Contact needs to be made with VT regarding this item. One other item was not discussed as on the Agenda of Litigation with Counsel, will be discussed in the next meeting as there were not any updates. No other discussion was needed, all members that were present agreed with a voice vote.

Meeting Adjourned @ 10:41 a.m.

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