

Minutes

In attendance:	Don Clarke	Board Chair
	Kathleen Leslie	Kings IT Manager
	Bruce MacDougall	IAI
	Tom MacEwan	Kings CAO
	Shirley Pineo	Board Exec Member
	Hugh Simpson	Board Exec Member
	Jim Winsor	Board Member

-RFP for management services for 2014.

A discussion was held regarding this item. Bruce was asked to leave the room during the discussion. The executive noted that an RFP will be issued for renewal of the Operations Partner position beginning in mid 2014. Bruce MacDougall was subsequently asked to provide a copy of the current terms of service under which IAI operates.

-Internal Control items following up from the 2012-2013 audit.

Don Clarke noted the requirement for a letter from IAI addressing the issues of internal control as identified as identified by the auditors in relation to the 2012-2013 year end. Bruce MacDougall noted that IAI would produce a letter to this effect, but that it would address only issues that involved IAI directly. The letter would be available prior to the next board meeting.

-Telephone services for VCFN municipalities

Kathleen Leslie delivered a report about her research into the joint deployment of VOIP for the VCFN municipal partners. This document (100-170-337) has been circulated. Kathleen reported that a consultant had been hired to assess the networks of all six municipalities.

-Conclusion of the Berwick Fibre transaction

Don Clarke submitted a letter from the Town of Berwick confirming the transaction whereby the Town of Berwick confirmed the sale of a segment of fibre-optic cable located in Berwick to the VCFN in accordance with an earlier VCFN Board resolution. The VCFN now make a payment to the Town of Berwick of \$ 25,466.68 for this segment of cable. The letter and the minutes of the Town Council meeting have been circulated. (Documents 100-170-338 and 100-170-339).

-Other items:

Bruce MacDougall noted that he had a meeting with Nancy Flam of the Province and would be writing a letter to her to be signed by Don Clarke requesting that the Province look into the interconnection of schools in the Annapolis Valley to the VCFN.