



Meeting Minutes
VCFN Board of Directors Meeting
December 7, 2009 – 10:00 a.m.
Kings CED Meeting Room– Kentville, NS

Call to Order: The meeting was called to order at 10:05 by Chairman Don Clarke. Present and forming a quorum were: Don Clarke, Dale Facey, Gary Meister (Alternate), Janet Newton, Shirley Pineo, Hugh Simpson ,and Dave Seeley. Regrets: Faye Hill
Others in attendance: Cris Shirritt, Jeff Lawrence, Geoff Muttart, Bob Ashley, Terry Yuill and Bruce MacDougall
Regrets: Faye Hill

Adoption of Agenda: It was moved that the agenda be adopted as distributed. **Moved and unanimously passed.** Simpson/Facey.

Adoption of Minutes of Octc19, 2009: It was moved that the minutes of Oct 19th, 2009 be adopted as distributed. **Moved and unanimously passed.** Pineo/Simpson.

Business Arising from the Minutes: There was a general discussion of VCFN Authority business regarding the IMITT activity.

Search for New Treasurer/ Financial Management: Mr. Lawrence reported that there were a number of bills that required payment by VCFN. He stated that Bill McKennan was going to be in the Kentville area on Thursday Dec 10th, 2009 and that cheques would be signed.

Mr. Lawrence reported that they had made some progress regarding the designation of financial management for VCFN and suggested that additional meetings between the CAO's and IAI would be required.

Mr. Lawrence reported that Suzanne at the Municipality of Kings County was currently responsible for making the general accounting postings for VCFN.

Appointment of New Treasurer:

Mr. Shirritt stated that upon review of the AGM minutes of 2008, that Mr. Bill McKennan was the Treasurer of the VCFN Authority and VCFN Board and that there was no person appointed as Secretary.

There was a general discussion about the position of treasurer. It was move that Councillor Janet Newton be appointed Secretary/Treasurer of the VCFN effective immediately. **Moved and unanimously passed.** Pineo/Simpson.

A motion was made to create new signing officers for the VCFN mandating a minimum of 2 signatures in that one signature must be either Jeff Lawrence or Bob Ashley and the



other signature to be Janet Newton or Don Clarke. **Moved and unanimously passed.**
Pineo/Simpson

Councillor Pineo requested that adequate measures are put in place to ensure financial controls on signing authority and reporting. Mr. MacDougall suggested that IAI could provide the reporting.

Kentville Participation in VCFN: Mr. Clarke reported that the Town of Kentville has requested that VCFN present to the Kentville Council Advisory Committee on December 14th. Mr. Clarke requested approval to present to the Town of Kentville.

Mr. Simpson was in agreement to present and discuss with the Town of Kentville about become a VCFN partner or customer.

Ms. Pineo stated that she would like to see The Town of Kentville as a partner, providing it was equitable to the existing partners.

Mr. Muttart noted that should Kentville wish to be a partner that, they would have to become a VCFN Authority partner.

Mr. Facey stated that he would not want to assume that Kentville could join at a three year old cost.

Mr. MacDougall, Mr. Ashley, and Mr. Clarke are to present to the Town of Kentville.

VCFN Operations: Mr. MacDougall presented the Operations Reports for October 2009 and noted that the VCFN network was 100% operational during the reporting period. Mr. MacDougall also described the testing procedure to determine the availability report. He also noted that UPS's (Uninterruptable power supplies) and cable management had been added to the equipment racks in the repeater rooms at IAI's expense, as they felt it was necessary.

Councillor Pineo asked if Mainland Tel had accepted the rebate on their installation fee. Mr. MacDougall confirmed that Mainland Tel had accepted it.

Motion to Move to an In-Camera Session: A motion was introduced by Ms. Pineo to move the meeting to an in-camera session to discuss potential sales and marketing activities. **Moved and unanimously passed.** Pineo/Simpson

Motion to resume public session: Following in-camera discussion, a motion was introduced to return the meeting to a public session. **Moved and unanimously passed.** Pineo/Newton.

Legal Updates: Mr. Muttart stated that he was discussing the maintenance part of the agreement with NSPI and he was waiting for NSPI to respond.



Mr Shirritt stated that individual agreements needed to be signed for each alternate financing arrangement executed by IAI.

Next Meeting: To be scheduled by IAI in early to mid February 2010

Adjournment: The Chairman declared the meeting adjourned at 11:35am.

Related Documents

VCFN Board Committee Meeting Minutes October 19, 2009 – Previously Issued
Network Operations Reports – Previously Issued