

Minutes

February 2, 2017

Call to order: The regular meeting of the Board of Directors of Beaver Creek Cooperative Telephone Company was held on February 2, 2017. The meeting was called to order by Chairman William Merchant at 6:00 pm at Beaver Creek Cooperative Telephone Company's office at 15223 S Henrici Rd, Oregon City, OR.

Present: Mr. William Merchant
Mr. Matt Carlson
Mr. Gary Emmons
Ms. Tammy Stevens
Ms. Vicki Smith
Mr. Paul Hauer
Mr. David Warner
Ms. Roselle Potts
Ms. Janine Brooks
Mr. Don Rickman absent
Ms. Tangee Summerhill-Bishop absent

Agenda:
Agenda approved as presented.

Minutes: Minutes from January 5, 2017 approved without exception.

Election of Officers: Ms. Vicki Smith made a motion and it was seconded by Mr. Gary Emmons to continue with the current slate of officers until election is held at the annual meeting: Motion passed. Chairman Mr. William (Bill) Merchant; Vice-Chair Mr. Matt Carlson; Secretary-Treasurer Mr. Gary Emmons.

Member Input: Board reviewed information on conversation regarding long distance to cell phone users not knowing if their number is local or long distance, between member Elizabeth Graser-Lindsey. President Hauer will communicate via letter to member.

Action Items from previous month have all been completed.

1. 2014 employee survey posted to Call to Order
2. Updated Calendars on Call to Order
3. Provide Engineering/Technical/Plant and Marketing Reports for Board review.

Accounts Payable: Accounts Payable for January 2017 was reviewed and discussed. Board requested reports be sorted by Vendor name.

Loan Activity: Mr. Paul Hauer reviewed the Loan Activity Report for January 2017.

President's Report: President Hauer reviewed the report that was presented prior to the meeting for the Board's review. Discussion followed

Engineering/Technical/Plant Report: Mr. David Warner reviewed the report that was presented prior to the meeting for the Board's review.

Marketing: Reviewed the report that was presented prior to the meeting for the Board's review. Board requested projects, not daily duties, be on the report in the future.

CBS Update: Staff busy with audits.

Open Discussion:

- Questions asked if new tenants had moved in and what they're paying. They pay monthly lease \$2800.00 plus utilities. They will be taking services from BCT for phone, DSL.
- Discussion on when to hold Board meetings; the first week of month does not give staff adequate time to prepare financials and other reports and present them to the Board prior to the meeting for review. It was determined that the Board will move the meetings to the second Thursday of each month beginning March 9, 2017.
- Discussion on when to hold the Annual Meeting which is tentatively scheduled for July 6, 2017. Board may want to move it to August or September. Tabled discussion until March meeting.

Action Items:

- Board members will need to appoint Nominating Committee at March Meeting.
- Set date for Annual Meeting
- Notify BCI to contact new Board Members regarding term life insurance.
- Paul to follow up with Don Rickman regarding a google map used by Stayton to set district boundaries.
- Mr. Gary Emmons will forward information to CFO Don Rickman regarding rewards credit cards.

Adjournment: There being no further business the meeting was adjourned at 8:04 pm.

William Merchant
Chairman

Gary Emmons
Secretary