

Minutes

June 15, 2017

**Call to order:** The regular meeting of the Board of Directors of Beaver Creek Cooperative Telephone Company was held on June 15, 2017. The meeting was called to order by Chairman William Merchant at 6:03pm 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  
Mr. Don Rickman  
Ms. Janine Brooks

**Agenda:**

**Member Input:**

President Hauer reviewed the communications requesting the payout of capital credits from Lee Harris and Margaret Hoffman regarding Robert Hoffman. The Board asked that President Hauer review the loan documents to confirm that estates cannot be paid due to the language quoted in the response letter to Mr. Harris.

Member concerned about the spam filter used is blocking legitimate emails, staff at DirectLink is looking into.

**Minutes:**

Minutes from May 10, 2017 approved without exception.

Action Items:

**Marketing Plan:** Merry Shepard and Amy Russ, DirectLink, have requested to meet with Board regarding a marketing plan. Schedule meeting on Thursday, June 29<sup>th</sup> 6:00 pm.

**Photobucket:** We're subscribing to the free service which is why ads appear when the bill insert is clicked on. The subscription service is ad free at a cost of \$39.99 per month. Currently doing a study to see if it is cost effective to continue to sell advertising for bill inserts – this will determine if we go to the paid service subscription.

**Analytics:** Information in marketing report.

**Financial Statement:** Mr. Don Rickman reviewed the Financial Statements for April 2017.

**Cash Flow:** Mr. Paul Hauer reviewed the cash flow statement for April 2017.

**Accounts Payable:** Accounts Payable for April 2017 was reviewed and discussed.

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

**Audit Proposal – Aldrich CPAs:** Discussion on proposal letter. Decision is tabled at this time.

**President's Report:** President Hauer reviewed the President's report that had been provided previously for the Board's review.

**Engineering/Technology/Plant Report:** Mr. David Warner reviewed the Engineering/Technology/Plant report that had been provided previously for the Board's review,

**Marketing:** Reviewed the Marketing report that had previously provided to the Board for review.

Rebranding Collateral tabled until meeting on Marketing Plan on June 29<sup>th</sup>.

**Price Book – Cable Rates:** A motion was made by Ms. Vicki Smith and seconded by Ms. Tammy Stevens to approve the cable rates as presented in the Price Book. Motion passed unanimously.

**Open Discussion:**

Ms. Roselle Potts advised the Board she is in process of allocating patronage for 2016.

Contract with CHR is up Dec 2018 –looking at NISC as an option for a back office system.

Strategic Planning for Marketing – scheduled meeting for June 29, 2017 at 6:00 PM with DirectLink Marketing manager Merry Shepard, Amy Russ and Megan Gilliland with BCT to discuss their proposed marketing plan for BCT.

Need to schedule meeting in 2<sup>nd</sup> week of month for Annual Meeting so that we can give sufficient notice in the monthly bill.

BCT Board Meeting recessed at 8:45 to go into Executive Session.

BCT Board Meeting resumed at 9:20.

**Adjournment:** There being no further business the meeting was adjourned at 9:21pm.

---

William Merchant  
Chairman

---

Gary Emmons  
Secretary