

Minutes

August 10, 2016

**Call to order:** The regular meeting of the Board of Directors of Beaver Creek Cooperative Telephone Company was held on August 10, 2016. The meeting was called to order by Chairman William Merchant at 7:00 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 (via conference call)  
Ms. Tammy Stevens  
Mr. Paul Hauer  
Mr. David Warner  
Ms. Tangee Bishop  
Ms. Roselle Potts  
Mr. Don Rickman  
Ms. Janine Brooks

**Agenda:** The Agenda was approved as amended with the addition of BCT Survey Results.

**Welcome New Board Member:** Chair William Merchant welcomed new Board Member Tammy Stevens, District 4. Chair William Merchant also welcomed Vicki Smith as a potential Board Member to replace Rex Hagans, District 1, who recently resigned from the Board.

**Election of Officers:** Ms. Tammy Stevens made a motion and was seconded by Mr. Gary Emmons to re-elect the current slate of officers for 2016-17: Chair William Merchant, Vice-Chair Matt Carlson and Secretary/Treasurer Gary Emmons; President Paul Hauer, Vice-President David Warner. Motion carried unanimously.

**Minutes:** Minutes from June 1, 2016 were approved without exception.

**Member Input:** Reviewed letter received from Bob Sleight regarding capital credits. President Hauer will be responding to his comments.

**BCT Board Orientation:** President Hauer reviewed the information in the Board Orientation document that was distributed to the Board prior to the meeting providing information on the history of BCT, revenue streams and expenses.

**Financial Statement:** Mr. Paul Hauer reviewed the Financial Statement for June 2016. Once all expenses have been recorded a recap of Summerfest will be provided for the Board's review.

**Cash Flow:** Mr. Paul Hauer reviewed the cash flow statement for June 2016.

**Accounts Payable:** Accounts Payable for July 2016 in the amount of \$368,546.38 was reviewed and discussed. Electronic (ACH) Disbursements and Credit Card Expense reports for June 2016 were reviewed. In an effort to save time during a Board Meeting, it was requested that questions regarding Accounts Payable, Electronic disbursements and Credit Card expenses be addressed outside the board meeting. Board members will send inquiries to Janine Brooks via email. Information will be gathered from CBS and Janine will send back to the Board.

**Loan Activity:** Mr. Paul Hauer reviewed the Loan Activity Report for June 2016.

**President's Report:** Mr. Paul Hauer reviewed the Presidents report and the Strategic Collaboration Article that appeared in July/August 2016 Rural Telecom magazine, these were distributed to the Board prior to the meeting for their review.

President Hauer advised that ANPI has been sold to Onvoy. BCT is a shareholder in ANPI and will receive a Return on Investment within the next three months.

President Hauer is asking the Board to consider transitioning from Bank of the West to Columbia Bank. Other companies in CBS bank with Columbia Bank. He is gathering information regarding rates, etc.

**CBS Update:** Staff has been assigned specific jobs for new client, Clear Creek Telephone. The next CBS member meeting is Thursday, August 11<sup>th</sup> at 5:00 pm via conference call.

**Price Brooks Changes:** Roselle reviewed the price book changes for August 10, 2016. A motion was made by Mr. Matt Carlson and seconded by Ms. Tammy Stevens to approve the Price Book changes on: 17<sup>th</sup> Revised Sheet No. 103; 14<sup>th</sup> Revised Sheet No. 103.1; 7<sup>th</sup> Revised Sheet 103.2; 8<sup>th</sup> Revised Sheet No. 103.3; 8<sup>th</sup> Revised Sheet No. 104; 12<sup>th</sup> Revised Sheet No. 105; 13<sup>th</sup> Revised Sheet No. 107; 9<sup>th</sup> Revised Sheet No. 109; 4<sup>th</sup> Revised Sheet No. 110; 3<sup>rd</sup> Revised Sheet No. 110.1; 4<sup>th</sup> Revised Sheet No. 110.2; 7<sup>th</sup> Revised Sheet No. 110.3; 4<sup>th</sup> Revised Sheet No. 111; 3<sup>rd</sup> Revised Sheet No. 114; 2<sup>nd</sup> Revised Sheet No. 116.1; 1<sup>st</sup> Revised Sheet No. 118; 3<sup>rd</sup> Revised Sheet No. 120; 4<sup>th</sup> Revised Sheet No. 121; 4<sup>th</sup> Revised Sheet No. 122; 5<sup>th</sup> revised Sheet No. 123; 3<sup>rd</sup> Revised Sheet No. 124.1; 3<sup>rd</sup> Revised Sheet No. 126; 1<sup>st</sup> Revised Sheet No. 300.1; 2<sup>nd</sup> Revised Sheet No. 300.2; 1<sup>st</sup> Revised Sheet No. 300.3; 1<sup>st</sup> Revised Sheet No. 303.3; 1<sup>st</sup> Revised Sheet No. 303.4; 8<sup>th</sup> Revised Sheet No. 311; 8<sup>th</sup> Revised Sheet No. 311.1; Original Sheet No. 311.1.1; Original Sheet No. 311.1.2; 5<sup>th</sup> Revised Sheet No. 311.2; 10<sup>th</sup> Revised Sheet No. 311.3; 1<sup>st</sup> Revised Sheet No. 311.4; 12<sup>th</sup> Revised Sheet no. 335; 1<sup>st</sup> Revised Sheet No. 335.2.1; 8<sup>th</sup> Revised Sheet 335.3; 12<sup>th</sup> Revised Sheet No. 700; 1<sup>st</sup> Revised Sheet No. 705; 8<sup>th</sup> Revised Sheet No. 804; 13<sup>th</sup> Revised Sheet No. 805; 13<sup>th</sup> Revised Sheet No. 807; 10<sup>th</sup> Revised Sheet No. 810.1; 5<sup>th</sup> Revised Sheet No. 810.2; 11<sup>th</sup> Revised Sheet No. 811; 17<sup>th</sup> Revised Sheet No. 8012; 15<sup>th</sup> Revised

Sheet No. 813; 15<sup>th</sup> Revised Sheet No. 8015; 8<sup>th</sup> Revised Sheet No. 816; 8<sup>th</sup> Revised Sheet No. 1000; 9<sup>th</sup> Revised Sheet No. 1001; 11<sup>th</sup> Revised Sheet No. 1002; 3<sup>rd</sup> Revised Sheet No. 1003; 1<sup>st</sup> Revised Sheet No. 1004; 4<sup>th</sup> Revised Sheet No. 1005; 6<sup>th</sup> Revised Sheet No. 1006; 5<sup>th</sup> Revised Sheet No. 1007; 7<sup>th</sup> Revised Sheet No., 1012; 7<sup>th</sup> Revised Sheet No. 1013. Motion passed unanimously. Chair William Merchant requested that all pages be consistent by referring to members, and to remove any reference to subscriber or customer. This will apply to all services except Wireless only which will remain customers.

Break at 7:47 pm for TWI Board Meeting

The regular BCT Board Meeting resumed at 7:52 pm.

**Open Discussion:**

- **Strategic Planning:** Will check with Hopkins Demonstration Forest as to availability of facilities in late October, early November. Options of dates will be sent to the Board.
- **Board Meeting Schedule:** It was decided that future Board Meetings will be held on the first Wednesday of each month beginning September 1, 2016 at 6:00 pm.
- **BCT Survey Results:** Ms. Tangee Summerhill-Bishop reviewed the results of the customer survey conducted in July. Presentation will be posted to Call to Order for the Board's review.
- **Community Use of Leland Rd Corner Property:** Mr. David Warner reviewed information distributed to the Board prior to the meeting. He is proposing to install a black vinyl chain link fence to prevent people cutting through lot. Board was in agreement. Mr. Warner is also proposing charging for the use of parking vehicles in lot. Board in agreement.
- **Keller Building Update:** Ms. Tangee Summerhill-Bishop reviewed the information distributed to the Board prior to the meeting regarding the lease the Keller Building. No firm interest at this time.
- **Shared Calendar:** Board requested a Shared Calendar on Call to Order for upcoming meetings.

**Appointment of Board Member for District 1:** Postponed until the September Board Meeting.

**Adjournment:** There being no further business the meeting was adjourned at 9:04 pm.

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William Merchant  
Chairman

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Gary Emmons  
Secretary