

A. CALL TO ORDER

1. The Regular Meeting of Bristol Bay Telephone Cooperative, Inc. Board of Directors was called to order by Board President Courtney Hoiby at 6:04 pm.

B. ROLL CALL

1. Individuals attending the meeting included Directors Riel Anderson, Michael Swain Jr., Nicholas Holmes, Matthew Niedermeyer, David "Buck" Williams, and Courtney Hoiby. General Manager Earl Hubb, Administration Assistant Victoria Morrison, CFO Chuck Bruckman, and Aldrich Guest Dion Nero were also present.

C. PREVIOUS MINUTES

1. Regular Board Meeting Minutes dated 6 December 2022 and 3 January 2023 – Nick moved to approve the regular board meeting minutes. Motion was seconded by Buck. **Motion passed unanimously.**

D. CORRESPONDENCE

1. Trouble Tickets were reviewed.

E. MANAGER'S REPORT

1. Manager's Report – submitted and summarized.

F. ADDITIONS TO THE AGENDA

1. None.

G. AUDIENCE PARTICIPATION

1. Dion introduced himself to the board of directors. Gave a background on his work experience and expertise. Has been in the telecommunication industry for over 20 years.

H. OLD BUSINESS

1. Starlink – discussed.
2. SCRP Internal Loan – ~~Riel made motion to authorize manager to transfer needed funds from Telephone to Cellular for the Rip & Replace project as needed. Motion was seconded by Mike. Mike moved to amended motion to read "I move to approve the unsecured promissory note as presented." Motioned was seconded by Matt. Motion passed unanimously.~~
3. USDA ReConnect 3 Status Update – documents were included in packet.

I. NEW BUSINESS

1. 2023 Budget – Riel moved to adopt 2023 Budget as presented. Motion was seconded by Nick. Roll call vote. For: Courtney, Riel, Nick, Buck, Michael, and Matt. Nay: None. **Motion passed unanimously.**
2. Personnel Policies
 - i. SECTION V – Compensation Practice – In an email to Earl and Board, Andy Leeman expressed if we want to be compliant with personnel policy, then you pay time and half on Holiday plus your 8 hours holiday pay. The board gave full support to management to enforcing personnel policies.
 - ii. SECTION V – Salary Schedule

1. Mike made motion to amend salary schedule to read: Maximum Hourly Range Customer Service Representative Supervisor \$40, Outside Plant Technician Supervisor \$50, and Outside Plant Technician \$43. Motion was seconded by Nick. **Motion passed unanimously.**
2. Change name from Bookkeeper to Staff Accountant and an increased Maximum Hourly range. Mike moved to adjust name and pay range of Bookkeeper as presented by Management. Motion was seconded by Riel. **Motion passed unanimously.**
3. BBTC Retirement Vesting – The board gave the manager a directive to investigate other management options for our retirement. Mike will want to see a fee schedule.
4. Bay Cablevision Submitting Articles of Dissolution – Earl told the board that its costs BBTC 50K a year to keep BCI open. The board wants more information on why BCI has any charges against it. Earl will get more information and get back to the board on what the charges are. Chuck is going to investigate this for the board. Matt expressed that he would want to take BCI out of the mix right now as far as the cost being spread out across the board. Its not generating any revenue, so should not be included. Mike mentioned Andy's suggested getting a business license with a DBA.
5. COLA – Mike made motion to adjust Salary Schedule with a 3% COLA. Buck seconded the motion. **Motion passed unanimously.** Michael stated this will give the employees and increase and adjust the salary pay scale. COLA will be reviewed annually.
6. Pursue Grant Directives – The board gave management a directive to pursue.

J. CHECK REGISTERS

1. Nick motioned to approve Check Registers 1, 2, 3, Bank of America, and Electronic Payments. Motion was seconded by Riel. **Motions passed unanimously.**

K. FINANCIAL STATEMENTS

1. Riel motioned to approve BBTC Financial Statements. Motion was seconded by Nick. Riel motioned to approve BBCP Financial Statements. Motion was seconded by Nick. Matt motioned to approve BCI Financial Statements. Motion was seconded by Nick. Nick motioned to approve ATI Financial Statements. Motion was seconded by Buck. **All motions passed unanimously.**

L. EXECUTIVE SESSION

1. Courtney moved to enter Executive Session to discuss financial matters the immediate knowledge of which would have an adverse financial implication on the Cooperative. Motion was seconded by Mike. **Motion passes unanimously.** Entered Executive Session at 7:40 P.M. and returned to the regular meeting at 8:21 P.M. with no action taken.

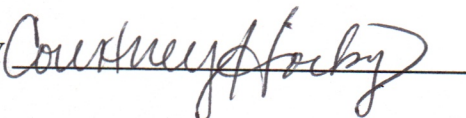
M. DIRECTOR'S COMMENTS

1. None.

N. ADJOURNMENT

1. Matt motioned to adjourn the meeting at 8:22 PM and was seconded by Buck. **Motion passes unanimously.**

APPROVED BY



SEAL

Bristol Bay Telephone Cooperative Board of Directors Officers
 President Courtney Hoiby
 Vice President Riel Anderson
 Secretary/Treasurer Michael Swain Jr.