



Washtenaw County Broadband Task Force (BBTF) Minutes

Thursday, June 20, 2019

8:00 – 9:00 A.M.

Chelsea District Library, McKune Room
221 S. Main Street, Chelsea, MI 48118

I. Call to Order | Introductions

The meeting was called to order by Chair Fuller at 8:00 a.m.

Present: Barb Fuller, Chair
Ben Fineman, Vice-Chair
Mike Compton, Dexter Township
Melanie Bell, MBC
John Kingsley, Webster Township
Gary Munce, Lyndon Township
Cal Messing, Bridgewater Township
Don Stein, Bridgewater Township
Via telephone: Commissioner Shannon Beeman, District 3
Via telephone: Commissioner Jason Maciejewski, District 1
Lisa Moutinho, Staff Support

II. Public Comment

No public comment

III. Approval of Meeting Minutes

A. May 23, 2019
Meeting minutes approved as presented-Bell/Compton

IV. Action Items

A. By-Laws Workgroup

- i. Approval of proposed bylaws
Bylaws approved as presented, Bell/Messing
Staff support to check:
 - Can attendance via telephone count toward quorum?
 - Can members vote via telephone?Discussion on changing quorum from 10 to 7 – Compton/Kingsley
Bylaws approved as amended

- B. Report of the Chair
 - i. Approval of BBTF update to BOC for their Wednesday, July 10 meeting
Add deliverables, general description of necessary action steps to BOC report. An ROI would be helpful. Report approved in concept by majority vote.
 - ii. Approval of letter to Township Supervisors
Approved as amended (change 'nearly' to 'at least') Bell/Compton

- V. Workgroup Updates
 - A. May 31, 2019 Update – Chair
 - i. DRAFT Update for the BOC w/proposed BBTF Budget
 - ii. DRAFT Letter to Township Supervisors

 - B. June 14, 2019 – Data Project
RFQ to 4 companies for survey/postage

Working with Merit, they are reviewing our proposed questions and providing advice so we can be sure to get the type of information we need

Staff to begin process on getting addresses for 16 townships, determine best route for managing responses.

Surveys will be a separate, direct mailing from county, not with tax bills.

Target date for distribution is September 1, with responses due by September 14

- VI. Next Steps | Deliverables
 - A. July 10, 2019 BOC Meeting –Task Force Report with approval of Bylaws
6:30 p.m. Board of Commissioners Boardroom, 220 N Main Street, Ann Arbor
All members welcomed to attend/Barb will serve as representative from group, answer any questions from BOC

 - B. Meeting Schedule – consider cancelling July 18th

- VII. Announcements

- VIII. Adjournment
The meeting adjourned at 8:36 a.m.
Kingsley/Bell

NEXT MEETING:

Thursday, July 25, 2019 8:00 a.m.

Chelsea District Library, McKune Room