Board of Directors Planning Meeting for 2021– November 18th, 2020 – WebEx Meeting

Board of Directors Attendance: Amy Lingbeck, Jeremy Billings, Ray Olson, George Lipetzky, ~~Jon Hoffman~~, Greg Paulson, Paul Kreun, ~~Dan Langness~~; Patrick Davis, Bill Chatwell, Anthony Sterkel, Holly Hall.

Associate Board Members Attendance: ~~Jeremy Schmeichel~~, ~~Matt Huovinen~~, Brett Steel, Mike Schmit, John Shimota, Rich Grosz, Chris Latozke

Region 6 Director Attendance: Tom Heier

Reporting Member: Amy Lingbeck

Time: 10:00 AM

AGENDA ITEMS:

1. <u>Roll Call</u> **–** Non-attendees are crossed off from the above list.

2. <u>Approve July 8, 2020 Meeting Minutes.</u>

   Motion to accept the last meeting minutes:

   - ✓ Made by: **George Lipetzky**
   - ✓ Second by: **Holly Hall**
   - ✓ Unanimous approval: **YES**

3. <u>Treasurer's Report: Jon Hoffman</u>

   **Redacted for the public website.

   Motion to accept the treasurer's report:

   - ✓ Made by: **Greg Paulson**
   - ✓ Second by: **Pat Davis**
   - ✓ Unanimous approval: **YES**

4. <u>Matrix Update: Paul Kreun</u>

   Compliance – Currently at 130 points. We will receive additional points for Q4 Financials, the 2021 election results, today's board meeting, and submission of the planning meeting report. Training hours are at 43, so we have surpassed the minimum of 30 hours.

   Membership – Currently at 20 points. This is not within our control due to the Corp Alliance. We are down ~20 members, likely due to technicians not registered for more training courses.

   Striving for Excellence – Currently at 220 points. We will receive additional points for our social media page, school outreach program, and charitable participation.

   Training and Development – Currently at 67.25 points. We may receive additional points if certifications are completed in Q4.

Total Current Points – 437.25

5. <u>2021 Elections: Ray Olson</u>
Per the Chapter By-Laws, a nomination committee will be appointed help identify the best candidates to run for the office of director. The nomination committee will consist of George Lipetzky, Pat Davis and Amy Lingbeck. Amy will serve as the committee chairman. If current board members are interested in running for re-election, please submit your biographies to Amy. Ray will be adding them to the Chapter website as well.

The following board member's term expires at the end of 2020.

Ray Olson – Midco

Jon Hoffman – Midco

Paul Kreun – Midco

Greg Paulson – Midco

Anthony Sterkel – Golden West

Holly Hall – Midco

The call for nominations will be sent on **November 19th**.

Call for nominations ends **November 30th**.

Voting begins on **December 1st**.

Voting ends on **December 18th**.

New board members will be announced on **December 21st**.

New board members will be sworn in during our annual meeting on **January 13th**.

6. <u>2021 Training Topics and Schedule:</u>

- ✓ <u>January</u> – Who: Dan Langness - MetaGeek
  What: How the pandemic is impacting home networks?
  When: January 13th – 9am and 1pm – Session duration 90-120 minutes
  Where: Webinar

- ✓ <u>February</u> – Who: Bill Chatwell and George Lipetzky/Vendor
  What: IPTV update – Advanced technology
  When: February 17th – 9am and 1pm – Session duration 90-120 minutes
  Where: Webinar

- ✓ <u>March</u> – Who: Pat Davis and Jeremy Billings
  What: Outside plant and Fiber application
  When: March 24th 9am and 1pm – Session duration 90-120 minutes
  Where: Webinar

- ✓ <u>May</u> – Who: Tom Heier
  What: New access technologies – 5G
  When: May 19th 9am and 1pm – Session duration 90-120 minutes
  Where: Webinar – TV give away

- ✓ September – **Who: Pat Davis**
  - **What: RPHY – Installation, maintenance and troubleshooting**
  - **When: September 15th 9am and 1pm – Session duration 90-120 minutes**
  - **Where: Webinar**

- ✓ November – **Who: Pat Davis**
  - **What: Basic to Advanced MoCA Troubleshooting**
  - **When: November 3 or 10th 9am and 1pm – Session duration 90-120 minutes**
  - **Where: Webinar**

- ✓ November – **Who: All Board members**
  - **What: 2022 Planning Meeting**
  - **When: November 17th 10am – 4pm**
  - **Where: Webinar**

The board discussed charging for training sessions to recoup funds that have been lost due to the lack of a Vendor Show. Various options were discussed, and the board determined that charging non-members would make the most sense. A nominal $25 fee will be charged to those who participate but are not current members.

Motion to accept the planned training dates, topics, and associated fees:

- ✓ Made by: **Paul Kreun**
- ✓ Second by: **Anthony Sterkel**
- ✓ Unanimous approval: **YES**

7. **2021 Vendor Show – Fargo, May 18th**
The board agreed that there is too much uncertainty surrounding large gatherings due to the ongoing pandemic. For this reason, the board decided that we would postpone our next vendor day until 2022. Ray will reach out to the Holiday Inn in Fargo and secure a date in 2022 that coincides with the TOC; tentative date May 12, 2022.

The discussion surrounding the prizes purchased for this year and what should be done with them resulted in a suggestion that they are used as raffle items for anyone who joined in the first four training sessions and the last two sessions.

Motion to reschedule Vendor Show to 2022 and use of prizes:

- ✓ Made by: **Amy Lingbeck**
- ✓ Second by: **Bill Chatwell**
- ✓ Unanimous approval: **YES**

8. **2021 Budget**
With the loss of income from the Vendor Show, the board previously had agreed upon charging non-members for training sessions. Additional avenues of revenue that the board agreed upon included requesting vendors for a minimum of $100 to sponsor the Chapter and charging for virtual vendor events. The sponsorship will include more frequent posts to the Chapter Facebook page with a link to the vendor's website to promote it. Vendors who provide specific product training, demo new products, tools, or enhancements to existing products, aka, Virtual Vendor events, will be charged $300, with the option to have multiple demonstrations at one time. Each demonstration would carry a fee of $300.

Projected Revenue

Non-Member Registration	$6,000.00
Vendor Sponsorship	$4,000.00

Projected Expense

Training Seminar Expense	$3,000.00
Miscellaneous	$1,500.00
Donations	$2,000.00
Cable-Tec Expo Reimbursement	$3,000.00

Motion to approve 2021 budget and potential revenue:

- ✓ Made by: **Holly Hall**
- ✓ Second by: **Pat Davis**
- ✓ Unanimous approval: **YES**

9. **National Meeting Overview – Tom Heier**

Tom provided a recap of the National board meeting. Highlights included:

A. Virtual Expo went well; better than expected. 104 countries participated, 2.8 million minutes of content was provided, and 8,500 downloads of white papers.

B. Expo is the primary avenue for collecting revenue. With Expo held virtually, there was a significant loss of funds ~2.8 million. With fewer expenses incurred, the total deficit is ~1.2 million. 30% reserve. 9 million in assets with no debt with 7 million as cash equity. They remain financially sound.

C. Expo 2021 planned to be a live event October 11-14 in Atlanta. If the event is live, they would still incorporate many virtual events. CLC will likely be virtual.

D. SCTE is moving forward with a vote to become a subsidiary of CableLabs. General operations would not likely change and have the same overall structure. Member ran corporation with CableLabs being the only voting member. All others will become associate members. If the board approves the merger, the membership will vote on 12-10, with a plan to close the deal on 12-20. The biggest concern would be for those who are not CableLabs members, as they would see the most significant loss in benefits. More to come as the board meets, so look for more details in the next few weeks.

10. **Other Chapter business:**

No further business was brought before the board. Ray requested a motion to adjourn the meeting at 2pm.

Motion to adjourn the planning meeting:

- ✓ Made by: **Bill Chatwell**
- ✓ Second by: **Paul Kreun**
- ✓ Unanimous approval: **YES**

The 2021 planning meeting was adjourned at 2pm.