

CCCS Board Meeting Minutes January 11, 2010

Board Members Present: Ron Evans, Stuart Ward, Mike Wigle, Doug Baker, David McCauley

Contractors Present: Lesley Harrison, James Hindley **Regrets:** Jean Prins, Krista Gunderson

Members Present: None

- 1) Adopt Agenda

Motion: to adopt the agenda as amended

David/Mike Adopted

- 2) Member Presentations
 - a) none

- 3) Adopt minutes
 - a) December 14, 2009 meeting
 - i. Adjust wording after motion in item 4c
 - ii. Update subscription numbers

Motion: to adopt the December 14, 2009 Minutes as amended

Doug/Mike Adopted

- 4) Business Arising
 - a) Item 4a: Doug is working on
 - b) Item 5bi: This budget is inadequate

Motion: We will double the budget allowed for the new answering machine to \$100

Mike/Stuart Passed

- 5) Contractor Reports/Presentations
 - a) Financial Reports
 - i. Lesley presented the financial reports.

Motion: to adopt the Financial Reports as presented

Stuart/David Adopted

- ii. Receivables grace period: We are carrying \$9485.94 in receivables. This is hindering our ability to conduct business effectively.

Motion: The amount of time that passes from when the last payment is made until a subscriber is disconnected will be reduced from 90 days to 60 days.

Mike/David Passed

- iii. There will be some credits for December due to outages caused by Microtik failure. These will amount to \$954.15.

- b) Public Relations and Webmaster reports (Jean)

i. no report

c) Network Services Report (James)

- i. Dial-up status – Still working OK
- ii. Back-bone network state –
 - 1. The Microtik at the hospital failed in December and resulted in Internet outages for members in town and in 4-Mile Reserve. The new Microtik is now in place and working well.
 - 2. Saloompt is working fine
 - 3. Wind generator is keeping the batteries charged
- iii. New installs – There are currently 8 on the waiting list.
- iv. Repairs – Due to the time required to nurse the failed Microtik along until the new one could arrive, repairs have fallen behind.
- v. Equipment and consumables required for the next 2 months – Nothing required right now.
- vi. Work documentation and system documentation – James is preparing a system map for the training session he will be attended at the end of the week.
- vii. Comments – none recorded

Motion: to adopt the contractor reports.

Stuart/David Adopted

6) New Business

a) Motions passed by e-mail earlier in the month:

- i. James requested \$1400 to purchase 10 CPE radios and a roll of cable

Motion: We will provide \$1400 budget for the purchase of 10 CPE radios and a role of cable.

Mike/David Passed

- ii. James requested \$750 for travel to attend a tech training workshop at Tranzeo in Pit Meadows

Motion: We will provide \$750 budget for James to take advantage of a free advanced training workshop at Tranzeo in Pit Meadows

Doug/Stuart Passed

- iii. When the Microtik failed unexpectedly a new one had to be purchased right away

Motion: We will provide up to \$200 budget for the purchase of the Microtik to replaced the hospital unit. (Actual cost was \$161.58 US)

David/Doug Passed

There was some additional discussion around the Microtiks. For their price they are very good units. They do require knowledge of the command line operating system to use which is a bit of a learning curve. It would require several thousand

dollars to get a 'slicker' more capable unit. Given their price we are remiss not to have a back-up unit in place. We should purchase another Microtick to replace the SAMS unit and make the current SAMS a backup unit that can be inserted into either location in case of an unexpected failure. Ron will order.

Motion: We will provide up to \$200 budget for the purchase of another Microtik to replace the SAMS unit.

David/Doug Passed

- b) Policy for Requesting Money (Discussion): We continually having to pass a lot of money related motions before the meeting. While it is understood that occasionally there are emergencies where this is necessary, it would be best not to make this our standard procedure. Ron suggested a discussion of this and the possible formulating of a policy relating to this. In the discussion that followed it was mentioned that Directors should check their CCCS email at least every other day and respond to all when appropriate. No policy was established.
- c) Install Fee Change: Since our unit cost of CPE radios has come down we should probably reduce the cost to get installed. The old fee was \$290 and included the first month of service free.

Motion: Effective immediately, our installation fee will be:

Equipment Lease: \$150.00

Install Fee: \$ 80.00

First month of service: will be the monthly cost of the subscription requested by the member.

Membership: \$ 20.00 (if applicable)

Mike/David Passed

7) Next Meeting: February 8, 2010

Motion: to adjourn

Mike

Meeting Adjourned

Estimated Subscription Revenue for : January

2010

Dial-up	Last Month	This Month	Subscription Fee	Value
	# of Subscribers	# of Subscribers		
Plan 1	42	42	20.00	840.00
Plan 2	11	12	35.00	420.00
Plan 3	9	6	45.00	270.00
Directors	0	0	20.00	0.00
Total Dial-up Subscribers:		60	Total Dial-up Rev*:	\$ 1,530.00

High-speed**	Last Month	This Month	Subscription Fee	Value
	# of Subscribers	# of Subscribers		
Basic		3	35.00	105.00
Silver/Standard	134	142.5	60.00	8550.00
Gold	7		85.00	0.00
Premium		10	120.00	1200.00
Platinum	7		130.00	0.00
Titanium	4		160.00	0.00
Extreme		1	180.00	180.00
Ultimate		0	600.00	0.00
Directors	5	5	30.00	150.00
Total High-speed Members:		161.5	Total High-speed Rev*:	\$ 10,185.00
Total Subscribers:		221.5	Total Expected Rev*:	\$ 11,715.00

*This does not include Overages, Mailbox Revenue, or GST.

**This shows a transition from the old rate structure to the new rate structure.