CCCS Board Meeting Minutes
June 15, 2009

Board Members Present: Ron Evans, Doug Baker, Mike Wigle, David McCauley, Stuart Ward
Contractors Present: Lesley Harrison, James Hindley, Jean Prins, Babs Goertz
Regrets: Krista Gunderson
Members Present: None

1) Adopt Agenda – **Motion** to adopt the agenda: Doug/ Mike – agenda is adopted

2) Member Presentations
   a) None

3) Adopt minutes
   a) May 11, 2009 meeting - **Motion** to adopt the minutes from the May 11 board meeting: Mike/ David – Minutes are adopted

4) Business Arising
   a) **Motion** to send an invoice to Sue Cambridge for the research she was supposed to do for CCCS: Mike/ David – Motion passed. Ron will send an invoice and hopefully we will get some response.

5) Contractor Reports/Presentations
   a) Financial reports (Lesley) – Written reports – As of May 31 the reports show a total income of $11,993.63 and total expenses at $11,408.02 for a net income of $591.61 for the month of May.
      i. Subscription Revenue: (see below)
      ii. General state of financial processes (Are they working?)- Lesley reports that the financial processes are satisfactory.
      iii. Response from PMT regarding books – PMT is working on the books and will soon have them ready for Lesley to continue with.

   b) Public Relations and Webmaster reports (Jean)
      i. Number of calls relating to installs, repairs, billing, other? There have not been too many calls in the last month.
      ii. Call Logging and Response (How is it working?) the call logging and response seems to be working well.
      iii. How is tier 1 support working?

   c) Network Services Report (James)
      i. Dial-up status - There has been a lot of problems with the dial-up service, mainly due to the phone lines. If Telus did some upgrading of the lines, dialup service should improve.
      ii. Back-bone network state – The back-bone network is working well, although more work needs to be done on 4-mile.

iii. Call logging (How is it working?) James reports that this is working well.
iv. New installs – there are only 2 installs left on the waiting list.
v. Repairs – Not many repairs lately.
vi. Waiting list- NO waiting list - installs are done within a few days notice.
vii. Equipment and consumables required for the next 2 months – **Motion** for a budget of $1800 to buy 10 new radios for upcoming installs: David/ Doug – motion passed
viii. Work documentation and system documentation
ix. System Inventory
x. Comments – Mike suggests the directors should respond more quickly to tech questions and/or requests.

Motion to accept the contractor reports: Stuart/ David – Motion passed

6) Old Business - None

7) New Business
   a) **Motion** to buy Satellite mounting arms (20 arms @ $15/arm = $300) David/ Mike: motion passed
   b) CBC negotiation for use of 4-Mile tower (James)
   c) Additional techs (David) – David suggests training additional techs to do installs and repairs. James says that the current techs are sufficient.
   d) New rate schedule (James) - Ron wants to go over the schedule with James and will bring it to the board at a later date
   e) Newspaper article – James wants to run two newspaper articles – one about new internet service rates and one about the progress CCCS has made from last winter to now.
   f) Tweaks to Operating Budget for April, May, and June (Ron, Lesley)
   g) Do we need to adjust our subscriptions to reflect new realities on the web? If so what are our constraints? If so how? (Ron, Lesley, James)
   h) Inventory (Ron, Lesley, James)
   i) **Motion** to charge a 2% per month service charge for overdue bills: Doug/ Stu – motions passed
   j) **Motion** to increase speeds up to 4x the old speed at no extra cost to members: Mike/ Stu - passed

Meeting Adjournment

Stu makes a **motion** to adjourn

Estimated Revenue for May

Dial-up	# of Members last mnth	# of Members Now	Subscript Fee	Value
Plan 1	50		20	1000
Plan 2	25		35	875
Plan 3	15		45	675
Directors	0		20	
Total Dial-up	90	Total Dial-up Rev.*		2550.00
High-speed	# of Members last mnth	# of Members Now	Subscript Fee	
Silver	109		60	6540
Gold	7		85	595
Platinum	6		130	780
Titanium	3		160	480
Directors	5		30	150
Total HS subscriptions:				
Total High-speed	130	Total HS Revenue*		8545.00
Total Subscribers	220	Total Expected Revenue*		11,095.00

*This does not include mailbox revenue or GST