Bristol Bay TELEPHONE COOPERATIVE INC

REGULAR BOARD MEETING MINUTES
4 December 2025

A. CALL TO ORDER

1. The Regular Meeting of Bristol Bay Telephone Cooperative, Inc. Board of Directors was called to order by Board President Michael Swain Jr. at 6:03 PM.

B. ROLL CALL

1. Individuals attending the meeting included Directors Nicholas Holmes, Coutney Hoiby, John Rhyshek, and Michael Swain Jr. General Manager Earl Hubb and Admin Assistant Victoria Morrison were also present.

C. PREVIOUS MINUTES

1. Regular Board Meeting Minutes dated 4 November 2025 - John moved to approve the board meeting minutes. Nicholas seconded the motion. **Motion passed unanimously.**

D. CORRESPONDENCE

1. None.

E. REPORT

1. The managers' report, CFO report, and trouble tickets, were reviewed and attached.

F. ADDITIONS TO THE AGENDA

1. USDA Reconnect 3 Reimbursement #2 – Just needed signatures, no motion.
2. PTO Leave Policy Extension – John motioned to add PTO Extension to New Business item 3. Motion was seconded by Nichaolas. **Motion passed unanimously.**

G. AUDIENCE PARTICIPATION

1. None

H. OLD BUSINESS

1. Cellular Plan Revision – The board would like to schedule a workshop for this item GM Evaluation, and DSL Plans. They will work out a date that fits all their schedules.
2. CFO Position – Moved to next month.

I. NEW BUSINESS

1. BBTC Resolution 2025-15 Certificate of Authority RUS form 675 – John made motion to adopt resolution 2025-15. Motion was seconded by Nick**. Motion passed unanimously.**
2. Acceptance of Resignation for the Nushagak River District**: David Williams III –** Coutney moved to accept the resignation of director seat for the Nushagak River District. Motion was seconded by Nick. **Motion passed unanimously.**
3. PTO Exemption – Courtney made a motion to grant the same PTO extension previously approved for an employee during the October Regular Board Meeting, which was a five-year extension. John seconded the motion. **The motion passed unanimously.**

J. CHECK REGISTERS

1. Nick motioned to approve Check Registers 1, 2, and 3, Bank of America, and Electronic Payments. John seconded the motion. **Motion passed unanimously.**

K. FINANCIAL STATEMENTS

1. Michael motioned to approve financial statements and cash flow. John seconded the motion. **Motions passed unanimously.**

L. EXECUTIVE SESSION

1. Nicholas moved to enter Executive Session to discuss legal matters in which the immediate knowledge of would have an adverse financial implication for the Cooperative. John seconded the motion. **Motion passes unanimously.** Entered Executive Session at 6:50 P.M. and returned to the regular meeting at 7:24 P.M. with no action taken.

M. DIRECTOR'S COMMENTS

1. None.

N. ADJOURNMENT

1. John motioned to adjourn the meeting at 7:25 PM and was seconded by Nick. **Motion passes unanimously.**

APPROVED BY _____ SEAL