Bristol Bay TELEPHONE COOPERATIVE INC

**REGULAR BOARD MEETING MINUTES**
**4 November 2025**

## A. CALL TO ORDER

1. The Regular Meeting of Bristol Bay Telephone Cooperative, Inc. Board of Directors was called to order by Vice Board President John Rhyshek at 6:02 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. David Williams III was absent.

## C. PREVIOUS MINUTES

1. Regular Board Meeting Minutes dated October 15, 21025 - Michael moved to approve the board meeting minutes. Courtney 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.** Cellular Plan Revision and Cost Increase – The board would like this added to next months meeting. Nick mentioned that there should be plans and pricing for the board to approve.

**2.** Christmas Bonus – Prime Ribs and Cash Bonuses – Michael moved to approve adding this to agenda under New Business number 3. Motion was seconded by John. **Motion passed unanimously.**

**3.** Appointment of Officer – Michael moved to add this item back onto the agenda from the last board meeting, under Old Business Item 1. The motion was seconded by Courtney.

## G. AUDIENCE PARTICIPATION

1. None

## H. OLD BUSINESS

**1.** Appointment of Office for the Naknek River District – Micheal moved to appoint Nick Holmes until the next annual membership meeting. Motion was seconded by Courtney. **Motion passed unanimously.**

2. Reorganizational – Michael made a motion to retain all current officers in their existing roles. The motion was seconded by John and **passed unanimously.**
    i. Officers as Follows
        1. President – Michael Swain Jr.
        2. Vice President – John Rhyshek
        3. Secretary / Treasurer – Nicholas Holmes
        4. Directors: Courtney Hoiby and David Williams III

## I. NEW BUSINESS

**1.** CFO Position Candidates – Earl sent the board candidates. The board would like the list of top 3 – 4 with quotes.

**2.** Holiday and Festival Early Office Closure – The board would like to leave this up to management.

**3.** Christmas Bonus – Mike made a motion to award all employees a $1,000 bonus, with the exception of the General Manager, who will receive a $5,000 bonus. Additionally, all employees and directors will receive a prime rib. The motion was seconded by Courtney. **Motion passed unanimously.**

**J. CHECK REGISTERS**

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

**K. FINANCIAL STATEMENTS**

**1.** Coutney motioned to approve financial statements and cash flow. Nicholas 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. Mike seconded the motion. **Motion passes unanimously.** Entered Executive Session at 7:03 P.M. and returned to the regular meeting at 7:19 P.M. with no action taken.

**M. DIRECTOR'S COMMENTS**

1. None.

**N. ADJOURNMENT**

**1.** John motioned to adjourn the meeting at 7:21 PM and was seconded by Courtney. **Motion passes unanimously.**

**APPROVED BY _____** **SEAL**