

A. CALL TO ORDER

1. The Regular Meeting of Bristol Bay Telephone Cooperative, Inc. Board of Directors was called to order by Board President Courtney Hoiby at 6:08 pm.

B. ROLL CALL

1. Individuals attending the meeting included Directors Nicholas Holmes, Michael Swain Jr., David "Buck" Williams, and Courtney Hoiby. General Manager Earl Hubb, Admin Assistant Victoria Morrison, and Brian Jarvis. John joined the meeting at 18:55 PM. Absent Jeffrey Elbie Sr.

C. PREVIOUS MINUTES

1. Regular Board Meeting Minutes dated 6 February 2024 and Special Board Meeting Minutes dated 24 February 2024 – Michael moved to approve the meeting minutes. Motion was seconded by Nick. **Motion passed unanimously.**

D. CORRESPONDENCE

1. Trouble Tickets were reviewed.

E. REPORT

1. Manager's Report – was attached.
2. Brian Jarvis Report – was attached. Report included the 2024 Budget. The board would like to move the Budget as an action item to a later date as the Board needs more time to review. **Brian** – mentioned capital budget. Cash flow is tight, and rule of thumb to have three to six months of operating expense in cash reserve. Cellular is ok, but Telephone is low and hit the brakes on anything unless it's absolutely necessary.
3. Facilities Engineer Report - was attached.

F. ADDITIONS TO THE AGENDA

1. Nick moved to add Employee Sale Incentives and Bonus Program to New Business item 2. Motion was seconded by Buck. **Motion passed unanimously.**

G. AUDIENCE PARTICIPATION

1. None.

H. OLD BUSINESS

1. Board Policy 8 – Scholarship – Need to include ATA Scholarship. Need lawyers to add.
2. Duplex New Lease Agreement – Michael moved to approved as presented. Motion was seconded by Buck. **Motion passed unanimously.**

I. NEW BUSINESS

1. New BBCP Seasonal Plans 2024 – was reviewed and discussed. The board would like to do a workshop to discuss plans in further detail.
2. Employee Sales Incentive and Bonus Program – The board would like to see more information and a pinpoint structured plan.

J. CHECK REGISTERS

1. Nick motioned to approve Check Registers 1, 2, and 3, Bank of America, and Electronic Payments. Motion was seconded by Michael. **Motion carried.**

K. FINANCIAL STATEMENTS

1. Michael motioned to accept financial statements, cash flow, and work order summary. Motion was seconded by Nick. **Motions passed unanimously.**

L. EXECUTIVE SESSION

1. Nick moved to enter Executive Session to discuss matters in which the immediate knowledge of would have an adverse financial implication for the Cooperative. Motion was seconded by Buck. **Motion passes unanimously.** Entered Executive Session at 18:57 P.M. and returned to the regular meeting at 19:07 P.M. with no action taken.

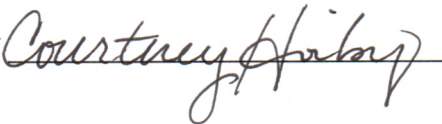
M. DIRECTOR'S COMMENTS

1. Courtney would like to do a budget workshop for cellular plans and budget. The board has all agreed to host a special meeting on 14 March 2024 at 6 PM.

N. ADJOURNMENT

1. Michael motioned to adjourn the meeting at 19:11PM and was seconded by John. **Motion passes unanimously.**

APPROVED BY



SEAL