



14 Seminary St
Middlebury, VT 05753

maplebroadband.net

Maple Broadband
Executive Committee Meeting Agenda
May 23, 2024
3:30 - 5:00 PM

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AGENDA

Topic	For Decision/ Approval	Executive Session	Review Ahead
1. Call to order; agenda approval	Yes	No	Yes
2. Approval of minutes: May 9 th	Yes	No	Yes
3. Public comments	No	No	No
4. Executive Director report	No	No	No
5. Chair report	No	No	No
6. Calls for decision/key discussion topics a. WCVT operations - customer communications, surveys; pipeline update b. Bylaws revisions - elections policy & other edits c. Q1 financials d. BEAD update - debt, legal, accounting e. Marketing RFP f. Parking lot	Maybe	No	Yes
7. Updates a. Construction status b. Financial c. Marketing d. VCBB and VCUDA e. Affordability f. CCI docket	No	No	No
8. Other business	No	No	No
9. Future meeting; adjourn	No	No	No

Maple Broadband Members

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PARKING LOT

Topic	Date Added	Current Owner(s)	Current Status
2. ACORD tracking	11/17/2023	Ellie	All in hand except WCVT subcontractors, and GMP and VPS are updating our name. Then hand off to Shannon
4. Marketing search	11/17/2023	Ellie	Ellie developing bidders list
8. Leicester hub search	11/17/2023	Steve	Exploring candiate locations
10. Fiber overbuild public-facing guideline	11/30/2023	EC	Draft submitted 12/12/23
11. Consumer complaints process	11/30/2023	Ellie	In progress
12. Amend bylaws	11/30/2023	EC	On agenda for 5/23/2024
13. Sell excess 24-count cable - analyze how much we need to sell	11/30/2023	Ellie	Started; CVFiber and NEK do not use 24-count; WCVT does not seem to need any. May be advisable to hold until BEAD.
14. Review installation fee	11/30/2023	Ellie	Pivot still researching data-driven recommendations.
15. WCVT oversight goals → requirements	12/07/2023	EC	Draft reviewed with NEK and CVFiber; discussion with WCVT planned for week of 4/29
18. Town by town progress update	3/7/2024	Ellie	Ellie to work on template for WCVT
19. Officer/volunteer stipend policy	3/21/2024	Shannon	Shannon to work on draft; to be finalized by EC by June 3 rd (60 days) then presented to GB for discussion and adoption
20. Breakeven subscriber count	4/18/2024	Ellie	650-700 depending on ARPU and overheads. ~\$450K annual overheads require ~675 customers at current ARPU (\$93.94) and WCVT service fees representing ~41% of ARPU

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