

**Southwest Telecommunications  
Governance Board Meeting**

Wednesday, February 4, 1998 - 1:00 PM  
Mediterranean Club, Tracy, MN

**Minutes**

Southwest Telecommunications Governance Board Members Present:

Douglas Froke	Fulda
Joel Whitehurst	Cedar Mountain
Greg East	Round Lake
Orlyn Wiemers	Minneota
Steve Kjorness	Westbrook/Walnut Grove
Steve O'Conner	Marshall
Jay Haugen	Sleepy Eye
Rick Ellingworth	Redwood Valley
John Widvey	Worthington

Others Present:

Dick Orcutt	Superintendent Windom School District
Rod Wrege	SWTC Director
Bruce Haug	SW/WC Service Cooperative Director of RMIC
Jerry Parker	SWTC Program Support Specialist

- 1.0 Orlyn Wiemers called the meeting to order February 4, 1998, at 1:11 p.m., at the Mediterranean Club in Tracy.
- 2.0 No opening remarks
- 3.0 The agenda was modified by adding: 8.1 Sleepy Eye Update, 8.2 Technology Position Update, 8.3 Internet Server, and moving 7.2 Acceptable Use Policy between 5.0 and 6.0. Motion made by Greg East, second by Steve O'Conner, to adopt the modified agenda. Motion passed.
- 4.0 The minutes from the January 8, 1998 Governance Board meeting were corrected. On page 2, item 8.1, the last sentence should read, "earliest date possible" instead of "earliest convenience." A motion by John Widvey, second by Greg East, to approve the minutes with the correction. The motion carried.
- 5.0 Rod Wrege presented the FY1998 Operating Budget & Claims of Account report. Motion by Greg East, second by Steve Kjorness, to approve the Claims of Account. Motion carried.

7.2 Rod Wrege would like to implement a system-wide Acceptable Use Policy that would not override each individual district's Acceptable Use Policy, but would supplement their policy. Rod introduced Dick Orcutt to talk about Windom School District's Acceptable Use Policy. Dick discussed some of the road blocks that were encountered with the Windom Education Association.

Motion by Rick Ellingworth, second by John Widvey, to request that each member of the Consortium have an Internet Use Policy, and that Rod put together a short survey to determine where the district's policies are in congruence. Motion carried.

#### 6.0 METC/Legislative Update

METC is going through the final grant approval and the rest of the money should be coming soon.

Rod Wrege has met with Senator Vickerman and Representative Harder concerning the proposal of approximately 500 miles of fiber optic cable for SWTC. This is about a \$2,000,000 project.

Tom Burns, from Olson Thelen, St. Paul, went through a step-by-step procedure to complete e-rate forms. There were 20 to 25 schools that attended this meeting at a cost of approximately \$225 per school attending.

#### 7.0 SWTC Operations

##### 7.1 Rod distributed a FY1999 Preliminary Operation Budget

Rod distributed a copy of the agreement between the cooperative and the districts

Rod will send out agreements when approved.

It was recommended that page 2, number 8, of the Telecommunications Services Agreement be changed to include "or a change that will result in the reduction of the level of service."

Motion by Greg East, second by Rick Ellingworth, to approve the corrected agreement, with the dollar amount specified for the two levels of service, and to approve the Preliminary Operating Budget. Motion carried.

#### 8.0 Other

8.1 Sleepy Eye's studio is operating.

8.2 Rod has talked to vocational schools about the technology position. Rod said that

he was working on the possibility to start a student from a vocational school in an internship position which could turn to a full time position by spring.

- 8.3 Our Internet server is not “year 2,000 compatible.” Two options are available - upgrade the server or purchase a new server to supplement the one we have. Rod has received a quote for \$8,000 to upgrade our server and a quote of about \$20,000 to purchase a new server. Rod has indicated that he will continue to research options that may be available. He also indicated that he has funding available to purchase the new equipment and perform the necessary upgrades to the existing server. Rod said that he would prefer this route as it will give some redundancy to the system.

9.0 Miscellaneous

- 9.1 Next Governance Board Meeting will be Thursday, March 12, 1998, at 10:00a.m., at the Mediterranean Club in Tracy.

- 9.2 Next Superintendents Meeting will be Thursday, February 19, 1998, at 10:00a.m., at Key Largo, Lake Shetek.

- 10.0 A motion by Greg East, second by Steve O’Conner, to adjourn the meeting. Meeting adjourned.

Respectfully submitted by  
Jerry Parker, Program Support Specialist