

**Redwood County Tele-Network
Administrative Advisory Committee Meeting
Minutes**

Thursday, May 28, 1998
Baunes Cafe, Wabasso, MN

RCTN Superintendents Present:

Rick Ellingworth	Redwood Valley
Joel Whitehurst	Cedar Mountain
Steve Kjorness	Walnut Grove

Others Present:

Rod Wrege	Director SWTC
Jerry Parker	SWTC

1. Call To Order
The meeting was called to order by Steve Kjorness at 9:10 a.m.
2. Opening Remarks
There were no opening remarks.
3. Adopt Agenda
Motion by Rick Ellingworth, second by Joel Whitehurst, to approve the RCTN Administrative Advisory Committee Agenda. Motion carried.
4. Approval of October 29, 1997 Minutes
A motion was made by Rick Ellingworth and seconded by Joel Whitehurst to approve the October 29, 1997 RCTN AAC minutes. Motion carried.
- 5.0 RCTN Operations
 - 5.1 Operating Budget and Claims of Account
Rod Wrege presented the Operating Budget and Claims of Account.
Motion by Joel Whitehurst, second by Rick Ellingworth, to approve the Financial Reports and Claims of Account presented to the RCTN Administrative Advisory Committee. Motion carried.
 - 5.2 1998-99 K-12 Class Schedule
Jerry Parker reported on the progress of 98-99 K-12 class scheduling.
 - 5.3 Network Operations Report
Rod presented the Network Operations Report. Three microphones have been damaged this year. The Video Technicians will be visiting every studio this

summer to clean and adjust all the equipment, then before school starts, each studio will be tested for proper operation.

Forrest will be installing the new studio in Redwood Valley and it will be completed in June.

Jerry Jones will be doing a router upgrade in each school district this summer.

Two additional T1 lines from Means have been connected.

5.4 Legislative/METC, E-Rate Report

Rod is working on funding for a minimum of one T1 line for every district.

Rod is also requesting funding to convert all analog studios to digital.

School districts can apply for the e-rates for next year as of July 1st.

5.5 FY 1998 ITV Levy Fund Balance

Rod informed the committee of their ITV levy fund balance amounts.

This amount will be sent to the districts if they write a letter on their letterhead requesting SWTC to refund their available balance for academic technology in their building.

5.6 FY 1998-99 Preliminary Operating Budget

Motion by Rick Ellingworth, second by Joel Whitehurst, to approve the FY 1998-99 Preliminary Operating Budget. Motion carried.

5.7 RMIC Contract

Motion by Rick Ellingworth, second by Joel Whitehurst, to approve the RMIC contract. Motion carried.

5.8 RCTN Future Considerations

RCTN needs to consider the future direction of the system, and whether or not we want to dissolve the joint powers agreement.

6. There were no other items.

7. Miscellaneous

7.1 The next RCTN AAC meeting will be determined later.

7.2 The next RCTN Board of Directors Meeting will be held on June 16, 6:00 p.m. at the Valley Supper Club in North Redwood.

8. Motion by Joel Whitehurst, second by Rick Ellingworth, to adjourn the meeting. Motion carried.

Respectfully Submitted,

Jerry Parker, Program Support Specialist