

**Southwest Telecommunications Cooperative  
Governance Board Meeting**

Thursday May 4, 2000 - 10:00 A.M.  
Westbrook Country Club, Westbrook, Minnesota

**Minutes**

Southwest Telecommunications Governance Board Members Present:

Orlyn Wiemers	Minneota
Steve Kjorness	Westbrook/Walnut Grove
Jay Haugen	Sleepy Eye
Joel Whitehurst	Cedar Mountain
Doug Froke	Fulda
LeRoy Domagala	Adrian, Edgerton
Marv Niedan	Canby
Dick Orcutt	Windom

Others Present:

Rod Wrege	SWTC
Jerry Parker	SWTC
Forrest Fosheim	SWTC
Bruce Haug	SW/WC Service Cooperatives

- 1.0 The meeting was called to order by Orlyn Wiemers at 10:00 A.M., May 4, 2000, at the Westbrook Country Club in Westbrook.
- 2.0 There were no opening remarks.
- 3.0 Motion by Joel Whitehurst, second by Steve Kjorness, to approve the agenda. Motion carried.
- 4.0 Motion by Steve Kjorness, second by Marv Niedan, to approve the minutes from the February 2, 2000, Governance Board meeting. Motion carried.
- 5.0 SWTC Operations
  - 5.1 FY2000 Operating Budget and Expenditures  
Rod Wrege presented the FY2000 Operating Budget and Expenditures. Motion by Dick Orcutt, second by Joel Whitehurst, to approve the FY2000 Financial Reports and Claims of Account presented to the SWTC Governance Board. Motion carried.

Motion by Joel Whitehurst, second by Dick Orcutt, to withhold the second semester ITV payback to Hills/Beaver Creek because of unpaid bills for FY98-99. Motion carried. Bruce Haug will look into the legal ramifications.

#### 5.2 Network Operations Report

Rod Wrege sent out an RFP for the FY00 TAG upgrade money for the pioneer studios. The bids need to be in by 4:00 P.M. on May 12. On May 15 the bids will be opened, and will be awarded within 10 days. The specifications are for delivery within six weeks of the award, and installation within 2 weeks of that time. Our goal is to have equipment in operation by August 1. Rod is planning to have T1s installed to all schools, with hopes of e-rates paying the additional costs.

Jerry Parker presented the summer and fall schedule. The Fall K-12 schedule is continually being updated. At this time we have more hours of usage scheduled than we had last year. We have requests for additional Sign Language which would require us to hire an additional part time teacher. Motion by Steve Kjorness, second by Dick Orcutt, that we add the additional Sign Language classes. Motion carried. Jerry also presented a proposal for Internet based courses. Forrest Fosheim presented the data operations report. A consultant from Nortel Communication looked at our network and helped make some design changes. We had a couple of Internet outages recently, which were telephone company related. Forrest is also looking at security risk issues.

#### 5.3 SWTC Position Assignments

Rod Wrege presented a proposal for employee assignments for FY01. The Director's position will be full time. The Program Support Specialist's time will be full time but 25% of his time will be sold to the SW/WC Service Cooperatives. The clerical's position will be reduced to 50% time. All other positions will remain as they are. Motion by Doug Froke, second by Steve Kjorness to approve the assignments as presented. Motion carried.

#### 5.4 Proposed FY01 Budget

Rod Wrege presented the proposed budget for FY01. This budget does reflect the new position assignments. TAG money is not included in this budget since we do not anticipate TAG funding at this time. It was requested that Rod include the TAG as a line item on the budget. Motion By Dick Orcutt, second by Marv Niedan to approve the Budget as presented. Motion carried.

#### 5.5 Joint Superintendent/Principal Meeting

A joint meeting with Principals and Superintendents is planned for August 11.

6.0 TAG/METC/E-rate Report

Rod has applied for and anticipates receiving e-rates. When we receive e-rates we will need to determine how that impacts finances.

METC has not met for three months and will not meet again until after this legislative session.

At that time METC may elect to disband.

TAG funding looks grim at this time.

7.0 Miscellaneous

7.1 Next Governance Board Meeting will be July 13 at 10:00 A.M., at the Westbrook Country Club.

7.2 Next Superintendents Meeting will be August 11.

8.0 Motion by LeRoy Domagala, second by Doug Froke, to adjourn the meeting. Meeting adjourned.

Respectfully submitted,

Jerry Parker