

Beaver Island Telecommunications Advisory Committee

Peaine and St James Townships believe that access to strong, redundant and affordable phone and broadband internet services is important for the economic vitality and quality of life on Beaver Island. The proposed committee will serve as a forum for discussion and research into potential options and will make recommendations to the township boards and to the community as a whole.

- I. **Committee Goal:** The committee may advise the townships regarding general policy issues of community-wide interest relating to telecommunication and technology, particularly cellular telephone and broadband internet services.
- II. **Committee Name** – The name of this Committee shall be: Beaver Island Telecommunications Advisory Committee and shall be established for a period of two (2) years.
- III. **Committee Membership** – The Committee shall be composed of seven (7) volunteer members, who shall be a representative cross section of the citizens of the Island. Committee members shall be broadly representative of the Island's population with diverse backgrounds and a reasonable knowledge of telecommunications. The Township Boards shall each appoint a board member to serve as one of the seven board members. No committee member shall be affiliated with a local telecommunication company in any way. The Township Supervisors shall appoint the members upon approval of the boards.
- IV. **Committee Officers** – The officers of the committee shall be a Chairperson, Vice Chairperson, and a Secretary. The committee shall elect its Chair, Vice-Chair, and Secretary at its first meeting to serve for the duration of the committee's 2 year status. The Chairperson shall have the authority to contact local, state and federal officials and vendors seeking information on behalf of the Townships.
- V. **Committee Meetings** – The committee shall meet at least 4 times per year and shall report to the Township Boards after each meeting.

- VI. **Compliance with OMA and FOIA** – Written notice of the time and place of the meeting shall be sent out to committee members and to the Township Clerks not less than 24 hours before the meeting. The committee shall comply with the Open Meetings Act and shall be subject to FOIA. Copies of agendas and minutes as well as any communications with local, state and federal officials and vendors shall be concurrently sent to the Township Clerks and posted to a common webpage.
- VII. **Establishment of Quorum** – One-half of the currently appointed members of the committee shall constitute a quorum. No meeting shall be called to order unless a quorum is present. A majority vote of those present shall be required in order for the Board to act on any matter before it. Telephonic participation in a meeting may be allowed.
- VIII. **Scope of Committee’s Purpose** – The first meeting of the Committee shall be to discuss and recommend to the Township Boards a document identifying specific objectives of the committee.
- IX. **Committee Recommendations** – The Committee is advisory in nature and is not granted the authority to negotiate or enter into any agreements on behalf of the Townships.
- X. **Committee Expenditures** – The Townships shall reimburse committee members for their reasonable, out-of-pocket expenses subject to the prior approval of the Township Supervisors.

Draft for discussion at township boards September 2018 meetings.