

**Potential Beaver Island Telecommunications Advisory Committee
Discussion Sheet for St James Twp. Board Meeting on August 1, 2018**

The name of this Committee shall be: Beaver Island Telecommunications Advisory Committee and shall be established for a period of two (2) years.

Possible Committee Goal: improve and promote access to strong, redundant and affordable phone and broadband internet access for Beaver Island residents and visitors. The township(s) has/have created the committee to study ways to increase the availability of high speed internet service and other related services for Beaver Island. We believe that access to these kinds of enhanced telecommunications services is important for the economic vitality and quality of life on the island. The committee will serve as a forum for discussion and research into potential options and will make recommendations to the township board(S) and to the community as a whole.¹ The committee may advise the townships regarding general policy issues of community-wide interest relating to telecommunication and technology, including issues related to cable television franchises, technology access broadband availability, internet, Universal Service Fund topics, wireless technologies, and appropriate regulation within the Townships' authority regarding telecommunications systems.²

- i. **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.

¹ This draft committee goal is based upon St James Township Board Adopted Goals <http://www.stjamestwp.org/Adopted%20St%20James%20Township%20Goals%202017-2018.pdf> and town of Charlmont MA committee goal. <http://charlemont-ma.us/broadband>

²City of Lincoln NE, Bylaws for Telecommunications/Cable TV Advisory Board https://lincoln.ne.gov/city/.../communications/telecommunications/pdf/cab_bylaws.pdf

- II. **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.
- III. **Committee Meetings** – The committee shall meet at least 4 times per year and shall report to the Township Boards after each meeting.
- IV. **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.
- V. **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.
- VI. **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.
- VII. **Committee Recommendations** – The Committee is advisory in nature and is not granted the authority to enter into any agreements on behalf of the Townships.
- VIII. **Committee Expenditures** – The Townships shall reimburse committee members for the following: NEED TO DEFINE, BUT MAYBE ATTENDANCE AT APPROPRIATE CONFERENCES,