

**Metropolitan Unified Fiber Network Consortium,
Unincorporated Association Oversight Committee Meeting
Thursday, October 4, 2018**

Minutes

I. Call to Order

Sarah Edgerton called the meeting to order at 1:08 p.m. on Thursday, October 4, 2018.

II. Roll Call

Members Present:

Sarah Edgerton, City of Madison

Pat Christian, UW Madison DO-IT

Jeff Knutsen, MMSD

Kika Barr, WiscNet

Barry Gross, UW Hospital & Clinics

Guests Present:

Dan Parenteau, UW

Herb King, City of Madison IT

Amanda Lythjohan, City of Madison IT

Todd Ellickson, WINmetro

III. Approval of Minutes

On a motion by Christian, seconded by Gross, the minutes from the September 13, 2018 meeting were approved with the addition of guest Todd Ellickson.

IV. Public Comments - None

V. Administrative Reports/Recommendations/Action Items

1. Operations Subcommittee Report

No updates to the University build.

A quote for \$5k for the Oakwood village freeze fix has been submitted to Supranet for approval to fix.

A request for having a review of splice work was made. Dan will bring tentative budget figures as to what it could cost for a consultant to double check the work of the MUFN contractors for new/break-fixes on the MUFN network.

2. Treasurer's Report

The following suggestions were made:

a. Start 3 Project Accounts for MUFN:

- Relocation Escrow

- Optical Network

- Facility Fiber Maintenance

b. Start a cash balance of 15-20% of annual revenues

c. Increase both the MUFN Overhead Recovery and MUFN Circuit/Fiber Use Fees to \$200 and decrease the MUFN Ring completion circuit fee to \$0.

The Budget Subcommittee will revise the budget to consider the proposals discussed and present it at the next MUFN meeting.

3. GLS Utility Locate Contract Renewal

A motion by Christian, seconded by Knutsen, to have the Chair, Sarah Edgerton, sign the 3 year contract with GLS Utility.

4. CTC Fiber Audit Information

The City of Madison has signed a contract with CTC for a Fiber Audit. Herb will reach out to select members to join the kick-off call with CTC for the Fiber Audit. An Outline for the next 7 years will need to be drafted.

VI. Next Meeting Date and Agenda Items

The next meeting date is November 1, 2018. Items to be discussed are the Operations Subcommittee Report, FY 2019 Budget, Budget communications, the MUFN website and an update on the CTC Fiber Audit

VII. Adjourn MUFN, U.A. Oversight Committee Meeting adjournment

On a motion by Christian, seconded by Gross, the MUFN, U.A. Oversight Committee Meeting adjourned at 2:38pm.