

Call to order at 4:00 p.m.

Present: Ellen Bourassa, David Cheslow, Andrée Fredette, Ron Lewis, Lee Middleton, Matt Morrow, Barb Ropars, Harvey Janszen.

1. **Agenda:** approved with additions.

2. **Previous Directors' Meeting Minutes:** October 12, 2017, minutes approved, to be posted on saturnanet.net.

3. Officers' Reports

a. President

Ellen Bourassa reports that the executive met to prepare for this directors' meeting primary focus, which is the Beacon proposal.

b. Treasurer

Brief recap of the financial reports, previously circulated to all directors by the bookkeeper.

c. Tech report (Harvey Janszen)

- Beacon test: no progress. HJ sent list of potential participants to David Cheslow (approx.. 40), but DC did not identify specific participants. On hold (see 4a below).
- Backbone radios: replacement is ongoing.
- OS service tickets: techs have signed in to the OS Ticket software, for a 30-day free trial. Testing will track service calls for input, follow-up and conclusion.
- Roche Harbor Link: research into this potential link is deferred until further notice.

4. New Business

a. Beacon Proposal

MOTION: Negotiate a formal partnership agreement with Beacon Wireless.

Moved by Lee Middleton, seconded by Barb Ropars.

Carried, with 6 in favour, 1 opposed.

Action: The directors will study the proposal presented by Beacon, and prepare their response, to be examined at the next directors' meeting. Following this, the executive will start a formal negotiation with Beacon Wireless.

Action: David Cheslow and Ellen Bourassa will contact Beacon test participants, likely by email, to invite them to participate in the test. Harvey Janszen will then program their equipment to the Beacon signal.

b. Website updates

With Harvey Janszen's cooperation, requested updates are in progress.

c. Contract for Access Points (AP) hosts

Ellen Bourassa researched and prepared a draft contract for SaturnaNet AP hosts. It clarifies SaturnaNet liability, access to property for work on equipment, etc.

Action: Draft document is an item for discussion at the next directors' meeting; final version will be presented to AP hosts for their signature.

d. Equipment retrieval from Steveston

Ellen Bourassa explored means of retrieving equipment, as per motion at last directors' meeting. Access remains unclear, key needed. Michael Pierce will be asked to retrieve equipment, and return access key, during one of his regular trips to Vancouver. At no cost.

Action: A director will contact MP with this request.

e. Contract for independent contractors

Ellen Bourassa researched a BC Service Contract for independent contractors, which could serve as a basis for SaturnaNet contractors. Deferred to next meeting.

f. Single-point contact for customer service

Ellen Bourassa approached our bookkeeper, who declined this responsibility. Deferred, until a special phone number with automated response is researched.

g. Tech support phone number/service

Deferred.

5. Next Meeting: November 2, 5:00 p.m., Rec Centre Lounge

6. Meeting adjourned: 4:00 p.m.