**HFN, INC.**

**MINUTES OF A MEETING OF THE BOARD OF DIRECTORS**

February 3rd, 2020

A meeting of the Board of Directors (the “Board”) of HFN, INC., a Washington corporation, was held on February 3rd, 2020, at 4:00pm (Pacific Standard Time) at IHCA Offices in Issaquah.

**Directors Present:**

Allen Enebo, Charlie Herb, Howard Kapustein, David Ngai, Larry Norton and Tim Underwood

**Also Present Were:**

Frank Pineau, Outgoing HFN General Manager

Jeremey Fallt, Incoming HFN General Manager

**Directors Absent:**

None

**Call to Order**

Charlie Herb called the meeting to order at 4:14pm (Pacific Standard Time) and Tim Underwood recorded the minutes. A quorum of directors was present, and the meeting, having been duly convened, was ready to proceed with business.

**Managers Report**

Jeremy reports January reports are still pending.

**Amended Bylaws**

The HFN amended bylaws have been approved by Highlands Council and is ready to be signed by the HFN board of directors.

**Birdhouse Camera**

Jeremy reports that the birdhouse camera project is progressing. HFN is waiting to install a portal in the IHCA cabinet and will then install a new birdhouse with camera and Wi-Fi.

**Vetro Fiber Map Audit**

Jeremey reports that he has redirected Cannon Construction to focus on the fiber coming out of the 15th AVE data center for inputting data into Vetro Fiber Map.

**Connections Article about HFN Board**

Nina from Highlands Council would like to have a Connections article about the HFN Board of Directors. Larry has volunteered to write the article.

**HFN Intern Positions**

HFN received an inquiry on any available intern positions with HFN. The board is currently exploring potential opportunities.

**HFN Identification for Cannon Construction**

Cannon Construction has requested some way to identify as themselves as HFN to reduce confusion with homeowners when they show up. Jeremey has suggested purchasing high visibility lightweight jackets that have the HFN logo on them. The board has approved this.

**High Street Raising of Vaults**

A portion of NE High Street is now closed and is planned to be filled in with dirt and turned into a trail and park. HFN vaults currently located along that street will need to be raised. Jeremey is working with the developer to make sure this happens without covering or damaging the HFN vaults.

**HFN Outage – Rats in pedestal**

Jeremey reports that there was an outage of 6 customers by Kenyon Court due to rats eating fiber inside of a pedestal.

**Starpoint Gigabit Service**

Jeremey reports that on Friday February 7th he will be walking through Starpoint with IsoFusion and Cannon Construction to figure out how to enable gigabit service to the residents.

**Avalon Apartments**

Jeremey also reports that part of the Friday February 7th walk through will also be to determine options for getting out of the Avalon Apartments data center.

**Adjournment**

There being no further business to come before the meeting, the meeting was adjourned at 5:13pm (Pacific Standard Time)

Respectfully submitted,

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Tim Underwood, Recording Secretary