**HFN, INC.**

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

May 18th, 2020

A meeting of the Board of Directors (the “Board”) of HFN, INC., a Washington corporation, was held on May 18th, 2020, at 4:00pm (Pacific Daylight Time) via an online Zoom.us conference call in order to avoid meeting in person due to COVID-19.

**Directors Present:**

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

**Also Present Were:**

Jeremey Fallt, HFN General Manager

**Directors Absent:**

None

**Call to Order**

Charlie Herb called the meeting to order at 4:04pm (Pacific Daylight 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.

**Approval of Minutes**

The minutes for April 2020 have been approved.

**Managers Report**

Jeremy sent out the reports for April.

**COVID-19 Response**

Jeremy reports that Cannon Construction now has processes in place for their technicians to follow (including temperature checks and wearing masks) in an attempt to try and keep everybody safe.

**Continued Cannon Appreciation**

The board approved continued appreciation for the hard work by the Issaquah Highlands Cannon Construction team during the COVID-19 pandemic.

**Gigabit Installs**

Jeremy reports we now have 399 gigabit customers as of today. Cannon Construction is now performing installs 5 days a week and double installs on some days in order to keep up with demand. Installs are currently scheduling about 3 weeks out.

**Missing IsoFusion Reports**

The board would like to start seeing the monthly reports that we used to get from IsoFusion including the bandwidth charts and customer service statistics.

**Market Comparison**

Jeremy prepared competitive market comparison of other internet service providers in the area and will send that out to the board and possibly include that in a future connections article.

**Adjournment**

There being no further business to come before the meeting, the meeting was adjourned at 5:04pm (Pacific Daylight Time)

Respectfully submitted,

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Tim Underwood, Recording Secretary