

FRIDAY LETTER
November 23, 2018

1. **Dave's transition to Manager/Operator.** Based on additional suggestions from Board members, we have added two tasks to the recommended Scope-of-Work. I have attached the latest version, with additions in **green**.
2. **Conference calls.** I have had several requests from Board members that we upgrade our "phone on the table" at board meetings to a full conference call capability. Right now, one person can call in and join the meeting. A conference call allows multiple parties to call in at the same time. They call a designated phone number and enter a pass code just for that conference.

Following consultation with CenturyLink technical support I have filled out an application for an account online. I am promised a response e-mail within 24 hours. The cost to us will be 8 cents per minute per participant. So if two people called in and you count the table phone as the third participant, it will cost us a little less than \$30 for a two hour meeting.

Let me know what you think, and if we agree, I will try to set up a conference for next Monday's board meeting and send notices with the phone number and pass code.

Kelly