

Missouri Universal Service Board

Minutes of Meeting

January 25, 2012

Missouri Public Service Commission

PSC Agenda Room, 9th Floor

Governor Office Building - 200 Madison Street - Jefferson City, Missouri

Present: Terry Jarrett (TJ) P, Kevin Gunn (KG) P, Robert Kenney (RK) P, Steve Stoll (SS) P, Lewis Mills (LM) P, staff members of PSC, OPC, and members of the public.

TJ	KG	RK	SS	LM
Y	Y	Y	Y	Y
Y	Y	Y	Y	Y
Y	Y	Y	Y	Y
Y	Y	Y	Y	Y

Chair Terry Jarrett called the meeting to order at 10:10 a.m.

1. Approval of minutes from December 14, 2011.
 -- **KG motion to approve minutes as submitted, LM seconded.**
 -- **Approved.**

2. Third Party Administrator Monthly Report: December 2011
 -- **Staff recommendation to accept report.**
 -- **Low-income subscribers down 18%**
 -- **Report Accepted.**

3. Report regarding Amended Central Bank Invoice approved on December 14, 2011
 -- **Payment adjusted, appropriate credit received.**
 -- **Report Accepted.**

4. Consideration of Central Bank Invoice (10/1/2011 – 12/31/11) and Staff Report.
 -- **LM motion to approve, KG seconded.**
 -- **Approved.**

5. Annual Audit of the Missouri Universal Service Board, Inc. and Staff Report.
 -- **Staff recommendation to accept report. Audit made no significant findings.**
 -- **Report Accepted.**

6. Management Representation Letter for Annual Audit.
 -- **KG motion to approve, LM seconded.**
 -- **Approved.**

7. MoUSF Assessment Review, Report and Recommendation to Missouri Public Service Commission.
 -- **KG motion to approve, SS seconded.**
 -- **Third Party Administrator recommended reduction in assessment from .29% to .25%, effective 4/1/2012.**
 -- **Board accepted recommendation of TPA and that recommendation be forwarded to the Public Service Commission for consideration.**
 -- **Approved.**

TJ	KG	RK	SS	LM
Y	Y	Y	Y	Y
Y	Y	Y	Y	Y
Y	Y	Y	Y	Y

8. 2010 USB Tax Return, Form 990.
 -- *Staff recommendation to approve.*
 -- *RK motion to approve, KG seconded.*
 -- *Approved.*
9. Auditor RFP Status Update.
 -- *Responses closed last week.*
10. USB Web Information Update.
 -- *Archive of minutes and agendas being made available online.*
 -- *Received.*
11. Election of Officers.
 -- *RK nominates TJ for President.*
 -- *Approved.*
 -- *RK nominates KG for Secretary.*
 -- *Approved.*

Meeting adjourned at 10:30 a.m.


 Chairman

3/7/12
 Date Approved

P = Present	A = Absent	Y = Yea	N = Nay	X = Not Participating
-------------	------------	---------	---------	-----------------------