

**Committee Name:**

High Speed Internet Committee

**Type:** (standing, ad hoc, advisory)

Advisory

**Chairman:** (someone skilled in chairing meetings who may or may not be a subject matter expert)

Richard Rule

**Responsible To:** (board, unless this is a sub-committee)

Executive Committee

**Purpose:** (be concise: why the committee was formed)

To determine better options, in terms of speed, reliability and cost, for providing high speed internet to the HARBOR, Inc. service area.

**Authority:** (limited or active; agent or advisor)

Advisor to the Executive Committee

**Timeframes, Reporting and Deadlines:** (duration, #mtg./month, milestones & report dates, date project is to finish)

October 2007 – May 2008

Report monthly to the Executive Director & Executive Committee

Final Report due May 2008

**Composition:** (total number plus number of Board members, community reps, client reps, staff, outside experts, etc.)

Chair – Richard Rule

Vice-Chair – Gene Reck

2-5 additional members selected by Chairman

**Staff Support:** (position and actual type(s) of support provided and time required)

Executive Director: coordination/attendance at meeting, maintain file of records/information of the committee, coordination of any mapping needs.

**Other Resources:** (available experts, files from previous committees, workshops, office space, \$\$ from budget)

\$500.00 for expenses, additional allocations as needed and approved by Executive Director and Executive Committee. Technical/Educational information is also available from the NLEA Broadband Committee.

**Communication with Board Through:** (usually the chairman of the committee)

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Chairman to communicate through the Executive Director and Executive Committee with final presentation by the High Speed Internet Committee to the overall Board of Directors.  
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**Specific Areas of Responsibility:**

1. List and describe the different technology options (wireless, cable, etc.) in common terminology to communicate with the broader community (by December 2007)  
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2. Describe the advantages and disadvantages of the technology options in common terminology to communicate with the broader community (by December 2007)  
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3. Map existing areas with access to high speed internet service by technology (by January 2008)  
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4. List and describe future technologies (in development) and considerations to "wait" for future technologies (by February 2008)  
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5. Map and/or describe areas without high speed internet and identify options (by sub-area) for future access to high speed internet service (by May 2008)  
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6. Develop list of companies that offer services/products (include description of technologies offered) in the Harbor Springs area or nearby areas (by May 2008)  
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**Approval/Review Date:** (the date on which the Board approves the Terms of Reference / The date by which the committee is to review established Terms of Reference and forward recommended adjustments)

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Executive Committee Review:                      October 10, 2007  
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High Speed Internet Committee:                      Forward recommended adjustments by November 1, 2007  
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Board Review of Terms of Reference:                      December 12, 2007  
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