

Dear Broadband Task Force,

Attached is the agenda for the second Task Force meeting that will be held at the Thomson Reuters Eagan Campus on Friday, September 19th at 9:30 am. Please note that you can park in the visitor's area near the front left of the building. There will be spaces blocked with orange cones that are reserved for you.

Also attached you will find meeting guidelines that we will review. The guidelines were created based on the questions each of you answered at the first meeting. Those questions were:

1. One way I will measure this task force's success is...
2. One thing I recommend we do that will make participation in the task force a good experience for all (how we work together)

In addition, since the last meeting we have confirmed that the open meeting law does apply. The communications sub-group has met and will report back to the full task force.

Finally, one housekeeping item. If you have not already sent Sue Lauermann Susan.Lauermann@thomsonreuters.com a photo of yourself for the Broadband Task Force directory, please send prior to the September meeting if possible. If you do not have a photo, plan on a staff member taking your photo at the meeting.

Please let me know if you have any questions, comments or issues,

Looking forward to the second meeting!

Warm regards,

Rick