

**Connect Transit Board of Trustees**  
**February 22, 2023, 4:30pm**  
**351 Wylie Drive, Normal, IL 61761 – Board Room**  
**Regular Session Minutes – Approved at 3/28/23 Meeting**

Chairman Ryan Whitehouse called the meeting to order at 4:30 p.m.  
Board Clerk, Janice Crago, recorded attendance via roll call.

**Trustees Present:** Trustee Judy Buchanan  
Trustee Linda Foster  
Secretary Tim McCue (4:31)  
Trustee Mandava Rao  
Chairman Ryan Whitehouse

**City Managers Present:** Normal City Manager Pam Reece (4:37)  
Bloomington Deputy City Manager Billy Tyus

**Staff Present:** David Braun, General Manager  
Aubrey Staton, Marketing Manager  
Brady Lange, Procurement Director  
Charlie Busse, Maintenance Manager  
Germaine Walls, Interim HR Manager  
Jacob Smith, Transportation Planner  
Janice Crago, Board Clerk  
Pat Kuebrich, Finance Director  
Shelly Perry, Operations Manager  
Steve Stockton, IT Manager

**Guest(s) Present:** Jake Bortz, Northeast Partnerships Lead, Via Mobility  
Luba Guzei, Via Strategies, Via Mobility  
Michael Vaccarino, Head of U.S. Partnerships, Via Mobility

**Chairman Whitehouse called for a Motion to approve Vice Chair Hile and Secretary Tim McCue to attend virtually due to reason two – employment purposes, as stated in the by-laws.**  
Trustee Buchanan motioned; seconded by Trustee Rao.

**Discussion:**  
There was no discussion.

**Rollcall vote:**  
AYE: Trustee Buchanan, Trustee Foster, Trustee Rao, Chairman Whitehouse  
NAY: None

Motion to approve Vice Chair Hile and Secretary Tim McCue to attend virtually due to reason two – employment purposes, as stated in the by-laws was **approved**.

Chairman Whitehouse led the Board in the Pledge of Allegiance and read the Connect Transit Mission Statement.

**PUBLIC COMMENT:**

None

**CONSENT AGENDA:**

- a. Approval of January 24, 2023, Regular Session Minutes
- b. Approval of Financial Information for January 2023
- c. Monthly Statistical Reports for January 2023
- d. Cardinal Infrastructure Federal Report
- e. Cornerstone – Illinois Weekly Update

**Chairman Whitehouse called for a Motion to Approve the Consent Agenda.**

Trustee Foster motioned; seconded by Trustee Rao.

**Discussion:**

David Braun, General Manager, shared that there was a scanning issue when scanning the January Financial report and one page was inadvertently left out of the meeting packet, so the page was emailed to the Trustees and has been printed and placed at their seats as well. Mr. Braun stated that only one area stood out on the Financial Report, and that area was payments to Proterra in the amounts of \$535,000 and another over \$2 million. These payments will be reimbursed by federal and state dollars, they are not out of operating expenses. The Performance Reports show Fixed Route Ridership continues to increase at 18.5% to date, which is very significant considering we recently reduced our peak and weekend service. Our Connect Mobility Ridership is up 48% over this time last year, which we believe is a reflection of our one fare for all and expanded service area.

Chairman Whitehouse asked where we are in comparison to pre-COVID numbers? Mr. Braun stated we are on track with meeting pre-COVID numbers and that if we continue this growth based on the year to date numbers, we will be ahead of the pre-COVID numbers.

Chairman Whitehouse asked if it would be fair to say our increased ridership numbers are coming from Connect Mobility? Mr. Braun stated yes, our increased numbers are coming from Connect Mobility because our Fixed Route numbers are not yet where we were pre-COVID, only at about 70%. Mr. Braun pointed out Connect Mobility is very close to pre-COVID numbers. However, the Miles Per Passenger and Hours Per Passenger have increased because we expanded the service area, meaning we are capturing more service area, but the passengers are on the bus longer than they were in the past.

Chairman Whitehouse pointed out that he brings this up because as Trustees we are looking at our Strategic Plan and wants to get ahead of this with funding sources.

Trustee Buchanan asked if the bump in advertising revenue is a one time increase or if we can expect that on a regular basis? Pat Kuebrich, Finance Director, explained the increase was from Chestnut Health, a one time payment for their yearly contract.

Trustee Buchanan asked if the increased maintenance costs were due to the older buses? Charlie Busse, Maintenance Manager, explained the older buses are wearing out and needing repairs, and the cost of parts has gone up as much as 20%.

Trustee Buchanan asked if we are factoring the higher costs of parts into our FY24 budget? Mr. Braun stated that Mr. Busse has done a great job of weighing the new buses and the older buses being taken out of the fleet into the budget, and that will be reflected in his budget.

Mr. Braun pointed out an Efficiency Ratio in the System Totals, the Year to Date Operator Pay Hours to Service Hours are less than the prior Year to Date and explained that is really a measure of efficiency. Mr. Braun shared he hopes to be reporting on this every month because it is something we need to focus on to make sure we are operating as efficiently as we can.

Chairman Whitehouse asked if Mr. Braun was referring to the “% Change” being down being a good thing? Mr. Braun stated that number is a driver of our budget and the more we can control and manage it, the better we will be from an efficiency perspective in order to reduce our cost. Mr. Braun shared that he will be meeting with Pat Kuebrich - Finance Director, Jon Spratt - Data Specialist, and Shelly Perry - Operations Manager, to do a deep dive to identify the cost drivers and how to better manage them before they finalize the FY24 budget.

Chairman Whitehouse asked how the Rivian route is doing? Mr. Braun stated we will be presenting quarterly reports on the Sapphire route, with the next report in March.

Mr. Braun shared that the Cardinal Infrastructure report mentions earmark funding and that we will be submitting a request for earmark funding of our new radio system because our current system is outdated, parts are hard to purchase, and new radios must be purchased through a secondary supplier. We will also be requesting funding to retrofit all of our vehicles with a pedestrian safety system that we already have on our new electric buses, and funds to improve our proximity locks.

Mr. Braun stated the Cornerstone report lists all of the newly introduced legislation, and that we are tracking those that would increase our cost of doing business as an employer, the safety of our passengers, and those that impact our revenue sources.

Trustee Buchanan asked if there is an opportunity for the Trustees to contact the State Legislators to support or oppose bills on behalf of Connect Transit? Mr. Braun stated if there is something he would like them to support or oppose, he will let them know, but right now they will keep watch because he anticipates many will go away.

**Rollcall vote:**

AYE: Trustee Buchanan, Trustee Foster, Secretary McCue, Trustee Rao, Chairman Whitehouse

NAY: None

Consent Agenda was **approved**.

**NEW BUSINESS:**

- a. Authorize the General Manager to execute a contract with Via Mobility to provide microtransit planning services and operating software for a term of five years, with two optional contracts for two years each.

**Chairman Whitehouse called for a motion to authorize the General Manager to execute a contract with Via Mobility to provide microtransit planning services and operating software for a term of five years, with two optional contracts for two years each.**

Trustee Foster motioned; seconded by Trustee Buchanan.

**Discussion:**

David Braun, General Manager, stated that during last year's budget period we discussed adding a new type of service, a microtransit service, and he would like to remind everyone why it is important to offer this service to the Bloomington-Normal residents. Mr. Braun referred to his onscreen presentation to demonstrate a number of areas that are not covered well, stating they either have a limited fixed route service or they have a large density, and we are trying to serve that density with one route. He stated that area one on the map includes Ironwood Gardens and The Landings Estates, both are lower income areas with no transit available, with limited access points that pose challenges to get fixed routes buses into their areas. Mr. Braun pointed to another section within area one that includes an area of growth off of Raab Road that has no transit available, limited access points, neighborhoods that do not connect, and very long walking distances for residents to walk to access the main road where a bus stop might be located if we did serve the area with fixed route. Mr. Braun pointed out the last area of growth within area one, off of Shepard Lane near Menards and Sam's that we do not currently serve, with Sam's and Menards being great destinations for both shopping and employment. However, the neighborhoods behind them would be challenging to serve because there are few through streets and getting to the main road would be challenging. We also have use cases down the road at Normal Community High School.

Mr. Braun went on to show area two includes Fox Creek Road, where we once provided service to the Danbury Apartments and Pepper Ridge Elementary. These neighborhoods are very challenging for a fixed route to navigate through but there is likely a demand for the microtransit service due to there being no way to get to the bus. Area two also includes two very large mobile home parks that both have some service but have very few sidewalks in order to walk to the service. One of their residents came to a Board meeting and stated they had groceries delivered due to their lack of access to the bus.

Mr. Braun pointed to area three being a very high density area near the airport that our buses take over an hour to get through, when it takes just over fifteen minutes for a car to get through.

Mr. Braun stated that microtransit users might include senior citizens, students needing to get to or from after school programs or home, commuters, and shift workers or night class students. He anticipates this service could supplant some of the lower productivity weekend fixed route services, and help riders get to or from transit hubs. Mr. Braun also sees paratransit users feeling empowered to book short trips and plan their days, shifting them off of Connect Mobility, which requires them to plan their trips 24 hours in advance.

Mr. Braun stated this microtransit service would be driven by part-time and full-time employees with three plus years of driving experience who are not required to have a CDL license. These employees could potentially be college students, stay at home parents, or immigration project participants.

Connect Transit plans to start with a smaller van because they are available right now, growing into a larger electric vehicle that accommodates seven to eight seated passengers and two wheelchairs in about a year.

Trustee Foster asked how many people the smaller vehicle will accommodate? Mr. Braun stated the smaller vehicle will be able to seat about three people plus one wheelchair.

Trustee Buchanan asked if we had done any research on the number of targeted riders? Mr. Braun stated that we have not done any market research yet, but Via will be assisting with this portion of the rollout.

Chairman Whitehouse asked how this will impact the Operator Hours verses the Service Hours numbers? Mr. Braun stated this will offset the number as a ratio and won't impact the numbers significantly.

Chairman Whitehouse asked if there was any concern with putting our vehicles on private roads and the liability of damaging those roads, because this was an issue years ago when we considered instituting service in area two Mr. Braun was referring to? Mr. Braun stated these are much smaller vehicles, only the size of vans, and we can raise this with Via and possibly exclude service areas from the map if needed.

Brady Lange, Procurement Director, explained this recommendation is to authorize the General Manager to execute a contract with Via Mobility to provide microtransit planning services and operating software for a term of five years, with two optional contracts for two years each.

Connect Transit is striving to increase access to public transit services within the Connect Transit service area. Implementing an on-demand/demand responsive public transportation service (microtransit) will support this goal. The objective of the microtransit service will be to provide transportation options to the many areas of the community that do not currently have access to it, with the ability to connect to our existing network of services.

On November 16, 2022, we released a Request for Proposal (RFP) seeking proposals for planning services and operating software for microtransit services. The RFP detailed our goals for the planning phase of this project, including the evaluation of our current fixed route system and how adding microtransit zones can supplement our existing services. The primary goals detailed for the software component of this project included a reservation system that provides a single mobile app allowing customers to book trips on the microtransit service, as well as providing an integration for real-time fixed route bus information and payment processing.

We received six proposals in response to this RFP. Our evaluation team of four staff members conducted a two-phased evaluation of the proposals. Phase I evaluated various elements of the proposals submitted. The team reviewed each proposer's approach to the technical and functional requirements of the planning phase, proposed software and support, references and related experience, and finally, the cost proposal. After evaluators completed scoring the elements of Phase I, the field of proposers was narrowed to the top three, who moved on to Phase II.

Phase II of the evaluation process engaged the proposers in an on-site demonstration of the proposed solution. Each proposer was asked to provide a brief presentation of their solution which

was followed by a real world demonstration of the software solution in our community. Our staff ventured out into the community and staged five trips so they could evaluate the user experience of the mobile application while another staff member followed the instructions provided in the mobile driver app to provide service to those riders.

Via Mobility achieved the highest overall score for both phases of the evaluation of this project. Our staff is familiar with Via Mobility due to our long-time relationship with Remix, a scheduling and planning software product provided by Via Mobility.

Via Mobility will utilize their dedicated in-house consulting team, Via Strategies, to evaluate the existing fixed route network performance and prepare a service plan. This service plan will include recommendations for improvement, as well as determine how on-demand microtransit can best integrate with the system to supplement current services.

In addition, Via Mobility will deliver their Software-as-a-Service (SaaS) solution to allow us to operate the microtransit service. This SaaS solution will provide a white-labeled rider app and web portal, web-based administrative console, driver app and a comprehensive reporting suite. The SaaS platform also provides routing and ride matching algorithms integration with third-party application programming interface (API) that will deliver a single unified platform. This platform will include multimodal and intermodal trip planning that allows riders to discover, plan and book trips on fixed route buses in the same app they use for microtransit services.

Via Mobility can utilize the same SaaS solution to assist us in providing paratransit services as well. While we currently have a provider that has been a valuable partner for paratransit software, we are also seeking Board approval of the option to add paratransit services to this contract upon expiration of the existing service contract if staff decides that providing a cohesive software and service is advantageous for our operations and our passengers.

The planning and software elements of this project will total \$75,500 and will be funded by \$60,400 FTA 5307 (annual federal appropriation) and \$15,100 local capital funding. Based on current projections for service hours for the upcoming microtransit service, the on-going software costs will total approximately \$45,000 for the first year of this contract. Each year, the price will scale up (or down) based on the number of vehicles and hours that are operated for microtransit services. The software costs will be a new annual operating expense.

We also propose to include our current Remix software for the duration of the base contract. The cost for this software will be an average of \$35,630 annually, which is funded with operating funds. This represents a savings of \$7,311 annually from our stand-alone contract renewal rate.

The optional cost for the paratransit solution would include additional software implementation costs of \$45,000 for the first year of implementation and an average operating cost of \$82,675 per year thereafter based on the number of vehicle hours we currently operate. Similar to the microtransit services, software costs would be funded by FTA 5307 and local capital funds, and the operating costs would be included in our annual budget. Please note that we do not intend to exercise this option in 2024 but are including this in our contract to improve procurement efficiency when the current contract for paratransit software expires in October 2023.

Mr. Lange introduced Mike Vaccarino, Head of Partnerships with Via Mobility, who attended virtually. Mr. Vaccarino introduced Luba Guzei, Via Strategies, and Jake Bortz, Northeast Partnerships Lead, all attending virtually.

Mr. Vaccarino stated Via has over 650 partnerships in over 40 countries around the world, with the global scale giving them many use cases. They have more than 45 major public transit agency, city, and university partners in the Midwest across paratransit, microtransit, and campus transportation services. They've powered more than 6.1m rides in the Midwest region and their consulting side has worked with nearby agencies in Will County and Peoria.

Mr. Bortz stated the timeline from contract launch to full service launch and deployment would be approximately 16 weeks.

- Consulting Study
  - Task 1 / Week 1: Project Kickoff, Goals, and Objectives
  - Task 2 / Weeks 2-3: Existing Conditions Analysis
  - Task 2 / Weeks 4-5: Develop Service Alternatives
  - Task 4 / Weeks 6-7: Simulations and Zone Evaluation
  - Task 5 / Weeks 8-9: Outreach
  - Task 6 / Weeks 8-9: Recommendations
    - Setup and Launch
  - Task 7 / Weeks 13-16: Fixed-Route Plan

- Microtransit Service Launch
  - Weeks 12-14: Pilot Zone(s) and Internal Testing/Development for Full Launch
  - Weeks 14-15 System Testing and Training
  - Weeks 15-16: Operations Preparation
  - Weeks: 16 and Ongoing: Service Launch and Optimization

Mr. Bortz explained Via includes all the tools needed to serve the riders, Drivers, Dispatchers, Administrators, and Planners that will use the tools, including the rider app/web portal, Via Operations Center, Driver App, and Planning Tools (Remix). Via will also seamlessly provide fixed-route connections and multimodal planning, increasing accessibility to all services provided by Connect Transit.

Trustee Rao asked what the difference is between the current software and the one being recommended? Mr. Lange stated we currently have to use multiple apps, one to track fixed route buses, one to purchase their fare, and this would add another app to use microtransit. Using Via would combine all of those into one app, eliminating confusion and allowing users to go to one app for everything. In addition, our current app does not allow for a microtransit option and takes our riders to a secondary site to pay for their fare. The Via app covers everything and is a true end-to-end solution, a trip planner, a fare payment site, and a microtransit planner.

Trustee Foster asked if this is a door to door service or do you still have to find a spot where the fixed route is located? Mr. Braun stated that for efficiency's sake, it will still lead you to the most efficient corner based on where the bus is going to be driving by.

Trustee Foster asked what the cost for the service will be? Mr. Braun stated that the Board will need to decide that once the service is approved.

Chairman Whitehouse asked when the 16 week rollout will begin, and when will the service start? Mr. Lange stated the process will begin as soon as the contract is approved.

Chairman Whitehouse asked the Via team if they had worked with other systems that have communities similar to ours, allowing them to work out any issues already? Mr. Vaccarino stated they have done quite a bit of work in areas similar to Normal. Mr. Braun stated that Via is also an operator provider, not just a software provider, so they do understand what we need in order to provide successful service.

Chairman Whitehouse asked what the cost will be if we implement this software? Mr. Lange stated the planning and software elements of the project will total, \$75,500, which will be funded by 80% FTA 5307 and 20% local capital funding. Based on current projections for service hours for the upcoming microtransit service, the on-going software costs will total approximately \$45,000 for the first year of this contract. Each year, the price will scale up (or down) based on the number of vehicles and hours that are operated for microtransit services. The software costs will be a new annual operating expense, of which 65% is funded by IDOT Downstate Operating Assistance Program. Mr. Lange stated we are also proposing that our current Remix software, for the duration of the base contract, also be wrapped into this contract, which is an average of \$35,630 annually – a savings of \$7,311 from our stand alone contract renewal rate. Mr. Lange stated we are also seeking approval for the option to add paratransit services to this contract, in the event that we see a benefit to do so. We currently have a service provider but that contract is nearing completion, and if we determine that a cohesive software and service platform for all modes is advantageous for our Operations Team and passengers, we would like that option to add that app and service to our contract. The paratransit option cost is \$45,000 for the first year of implementation, and an average cost of \$82,675 per year thereafter based on the number of vehicle hours we currently operate.

Chairman Whitehouse asked for clarification that we are asking for \$75,500 for the first year for software and planning? Mr. Lange confirmed we are asking for \$75, 500 for the first year.

Chairman Whitehouse asked if we have to pay the additional \$45,000 in the first year or if it is included in the \$75,500? Mr. Lange stated the \$75,500 is the implementation and the roll out of the software, the set-up, study, branding, etc.

Chairman Whitehouse asked if this recommendation is for the \$75,500 and the \$45,000 for the service, and then each year it would cost \$45,000 +/-? Mr. Lange stated Chairman Whitehouse was correct.

Trustee Buchanan asked if the \$82,675 amount for paratransit would include \$45,000? Mr. Lange stated it would not, that the paratransit amount was purely optional and only being included for procurement efficiency purposes to allow the option down the road.



Chairman Whitehouse asked if they approve the paratransit option now are they asking to give Mr. Braun and his staff the authority to make the purchase without coming back to the Board? Mr. Braun stated they would still come back to the Board. They would like to evaluate the current contract, come back to the Board recognizing that the current contract is expiring, with the extension price options and ask the Board for permission to exercise the option to purchase.

Chairman Whitehouse asked for clarification if the recommendation is for \$75,500 and the \$45,000 for the roll out and technology for the year of service, and the staff will come back with a recommendation if they want to pursue the purchase of the software implementation for Connect Mobility? Mr. Braun stated Chairman Whitehouse is correct.

Trustee Rao asked what the yearly fee includes? Mr. Lange stated it includes ongoing maintenance and upgrades, 24/7 support, and server systems to keep the software running.

Mr. Braun explained the service includes a comprehensive review of our entire system, allowing for recommendations to change the service by the end of the year.

Trustee Foster asked how the vehicles will be funded? Mr. Lange stated we will be bringing a recommendation to the Board to purchase the new vehicles, which will be fully funded by state and federal grant funds. The used vehicles will have to be purchased with local funds because we cannot purchase used vehicles with grants funds, and we do have local funds available for this purpose.

Aubrey Staton, Marketing Manager, shared Connect Transit's marketing plan and the integration of the new logo. Ms. Staton stated we will be working with Dovetail to make sure the new brand name fits with the brand we are trying to develop. Ms. Staton shared images of other microtransit vehicles to demonstrate that we can go as bold or as understated as we desire, so that our riders are proud to ride and so it is visually appealing to others when they see it. Our media plan will incorporate press releases, social media posts, our website page, and our current apps – all things we own and can control. Ms. Staton also plans to utilize TV interviews, newspaper articles, and others' social media posts, geofencing, targeted social media ads, and pre-roll video in our messaging campaign. Ms. Staton shared when she was learning about Via she was excited to find out they have a large library of standardized content that we can leverage on our platforms, both educational and promotional, meaning we can begin promoting the service as soon as we sign the contract because we don't have to create content from scratch. In addition, she has her own Marketing contact there and won't have to wait for the Operations contact to wrap up with their issues before they can help her.

Mr. Braun said we can also utilize a boots on the ground effort, getting out and showing people hands on how to use the app and service.

Trustee McCue asked if we have considered how to present microtransit as an enhancement to Connect Mobility and not as a detriment? Ms. Staton confirmed this will not be replacing Connect Mobility in any way, and that we will have to educate the public that this service is a supplement to our services and will be ADA accessible and make sure to continue to do so throughout our campaign.

Chairman Whitehouse stated \$45,000 seems like a lot for three areas under a five year contract. Mr. Braun stated we don't know that it is only three areas, Via's planning process will identify the number of areas. The \$45,000 is based on two zones at eighteen hours a zone a day.

Chairman Whitehouse stated that if we go up in zones, then the price would go up. Mr. Braun stated that if we go up in zones then we would likely reduce or modify some of the fixed route service to capture the savings and we will live with what we budget.

**Rollcall vote:**

AYE: Trustee Buchanan, Trustee Foster, Secretary McCue, Trustee Rao, Chairman Whitehouse  
NAY: None

The motion to authorize the General Manager to execute a contract with Via Mobility to provide microtransit planning services and operating software for a term of five years, with two optional contracts for two years each was **approved**.

b. Updated Metropolitan Organization Agreement – Informational

Mr. Braun stated that last year's Triennial Review had one finding, and it was that we did not have a signed Memorandum of Understanding (MOU) with the McLean County Regional Planning Commission. We also found there were some missing data sharing clauses that were required in 2019. Mr. Braun stated we now have an updated MOU that will be going in front of the Policy Committee this week for signatures. This is an MOU that is required, legal has looked at it, and we will be up to date.

**CHAIRMAN'S REPORT:**

Chairman Whitehouse stated he hopes everyone can attend the Strategic Planning session, where we can all come together as a group and talk about our strategy and vision.

Chairman Whitehouse shared that two of his Illinois Farm Bureau Board members rode the Tan route to get to the airport from Normal, and were pleasantly surprised by how affordable and clean our buses are.

**GENERAL MANAGER'S REPORT:**

Mr. Braun shared his report monthly report.

**Community:**

**Outreach**

- 50<sup>th</sup> Birthday Party
- Bloomington Rehab & Health Center
- Co-hosted webinar on vanpool program – Enterprise continues to be very employer focused when recruiting potential riders. Aubrey Staton is going to work on educational materials to recruit riders.
- McLean County Chamber of Commerce Gala

**Employee Welfare Events**

- Super Bowl Potluck

- Town Hall Meetings

Messaging Consultant report with Dovetail, showing comments from the community about the direction we are going.

### **Employee Development:**

- Pat Kuebrich, Finance Director
  - Illinois Government Finance Officers Association (GFOA) 2023 Downstate Chapter Conference
    - Banking security, legislative update, new GATA issues, asset management, new finance issues.
- Carrie Bailey, Operations Supervisor
  - Runcutter Course
    - How to complete runcutting/scheduling from start to finish without computer software.

### **Recruiting:**

Positions Filled:

- Bus Operator (7)
- Custodian (1)
- Dispatcher (1)

Positions Open:

- Bus Operator (8)
- Custodian (1) – new hire has given notice
- HR Manager (1)
- Mechanic (1)
- Service Technician (2)

Mr. Braun stated our efforts to increase the starting wage and signing bonus have paid off because we have hired 16 Bus Operators, and we will continue to recruit and hire for the open positions.

Trustee Buchanan asked if the FY24 budget will part of the Strategic Plan meeting in March? Mr. Braun stated he would like to schedule individual meetings with the Trustees to go over the FY24 budget before he presents the draft FY24 budget to the Board at our March meeting, then he will present the final FY24 budget for voting at our April meeting.

Trustee Buchanan asked the status of the IGA? Chairman Whitehouse stated they would receive an update on that later.

Chairman Whitehouse reminded everyone to please let Janice Crago know if they can or cannot attend the Strategic Planning Session on March 28.

### **EXECUTIVE SESSION:**

No Executive Session was held.

**TRUSTEE COMMENTS:**

Trustee Foster shared the 50<sup>th</sup> celebration was very nice, well attended, and thanked everyone for their work in putting it together.

Mr. Braun thanked Heartland Community College for donating the use of the room for the 50<sup>th</sup> celebration, stating the gave us that room at no charge.

Trustee Buchanan thanked Aubrey Staton for taking the lead on the 50<sup>th</sup> celebration, she did a great job.

**ADJOURNMENT:**

**Chairman Whitehouse called for a Motion to Adjourn.**


Trustee Foster motioned; seconded by Trustee Rao.

**Rollcall vote:**

AYE: Trustee Buchanan, Trustee Foster, Trustee Rao, Chairman Whitehouse

NAY: None

Motion to adjourn the Board of Trustees meeting was **approved**; meeting adjourned at 6:00p.m.

  
Trustee Tim McCue, Board Secretary

  
Janice Crago, Board Clerk

[SEAL]

