

**Connect Transit Board of Trustees**  
**April 22, 2025, 4:30 p.m.**  
**351 Wylie Drive, Normal, IL 61761 – Board Room**  
**Regular Session Minutes – Approved at 6/24/25 Meeting**

**A. CALL TO ORDER:**

Chairman Ryan Whitehouse called the meeting to order at 4:30 p.m.

**B. ROLL CALL:**

Board Clerk, Janice Crago, recorded attendance via roll call.

**Trustees Present:** Trustee Gina Bianchi  
Trustee Judy Buchanan  
Secretary Linda Foster  
Vice Chair Julie Hile (4:33)  
Trustee Mandava Rao  
Chairman Ryan Whitehouse

**Trustees Absent:** None

**City Managers Present:** City Manager Jeff Jurgens (4:31)  
City Manager Pam Reece (4:42)

**City Managers Absent:** None

**Staff Present:** David Braun, Managing Director  
Brady Lange, Deputy Managing Director  
Ashley Strupek, Procurement Manager  
Carrie Bailey, Operations Analyst  
Charlie Busse, Maintenance Manager  
Janice Crago, Board Clerk  
Mark Huffman, Marketing Manager  
Pat Kuebrich, Finance Director  
Shelly Moss, Operations Director  
Steve Stockton, IT Manager

**Guest(s) Present:** Elizabeth Johnston, McLean County  
Cassy Taylor, McLean County  
Ray Lai, McLean County Regional Planning Commission  
David Schafer, Illinois Department of Transportation (Virtual)  
Andrew Parker, Illinois Department of Transportation (Virtual)  
Art Rodriguez, Veterans Assistance Commission

**C. PLEDGE OF ALLEGIANCE AND MISSION STATEMENT:**

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

**D. PUBLIC COMMENT:**

None

**E. CONSENT AGENDA:**

- a. Approval of Annual Meeting Minutes on April 3, 2025
- b. Approval of Regular Session Minutes on April 3, 2025
- c. Approval of Executive Session Minutes on April 3, 2025
- d. Approval of Financial Information for March 2025
- e. Monthly Statistical Reports for March 2025
- f. Cardinal Infrastructure; Federal Report
- g. Cornerstone; Illinois Weekly Update

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

Trustee Foster motioned; seconded by Trustee Bianchi.

**Discussion:**

David Braun, Managing Director, explained the large expenses reflected in the financial report; Ecolane was a one-time software expense and Morrow Brothers was for a maintenance truck purchase with capital funds that will be reimbursed to our operating account. Mr. Braun explained the income statement shows we are at 70.2% of our budget, which is below 75% of the year. He stated revenue is at 88%, which is trending higher. Mr. Braun shared that with the budget lower than anticipated and revenue higher than anticipated, we are doing well managing the budget.

Mr. Braun stated the performance reports show we are about 80,000 trips fewer than last year at this time. He shared that last month Chairman Whitehouse asked the staff to investigate the number of Mobility riders who are using microtransit. Staff did research on this and found we currently have approximately 2,000 eligible Mobility riders of which 140 have used FLEX; 85 of those 140 uses it more often, meaning about 7% of the Mobility riders are using FLEX.

Mr. Braun stated that the reports also reflect our ridership per service hours are slightly off, so we are looking into that, recognizing the trend and looking into ways to address the issues. He then shared our year-to-date operator pay hour to service hour is a little higher than anticipated and that the Operations team is working on lowering that this month.

Mr. Braun stated the Cardinal Infrastructure report shows that Federal DOT is looking for suggestions on regulatory relief, which has been a trend for the last few months. They have identified some ways to relieve some things that Connect Transit has been dealing with, such as NEPA, Triennial, and drug testing requirements. He explained we were not looking to reduce safety with the drug testing requirements, but a way to make it easier to get the preemployment testing done. He also shared that our regional FTA has experienced a workforce reduction, going from 35 to about 16 with the possibility of more reductions, and that this may impact some of our grants.

Mr. Braun stated that the Cornerstone Government team successfully included language to allow electric mirrors to be used on public transit vehicles, which is language Connect Transit had asked to be included. E-mirrors are digital mirrors that we are exploring that provide a much better view for our operators and eliminate the large mirrors on the side, making it safer for the public as well.

He explained that the report includes a discussion of RTA's fiscal cliff that we have been participating in. Mr. Braun explained that of note were the expectations of the Senate

Transportation Committee of regional transit services up north and what they expect them to do in order for them to receive any recognition for a reduction in costs.

Chairman Whitehouse stated that in all his previous years and last year, Mobility numbers were high but this year we are seeing a 9% reduction. He stated his wonder at how the numbers can vary so much and how it does make budget planning hard. He also said he is pleased to see more going to FLEX because it is more cost effective and asked Mr. Braun if he had any thoughts on why ridership is down.

Mr. Braun stated that while he did not have a definitive answer we have been doing marketing and it appears to be cyclical and varies from system to system.

Trustee Buchanan thanked Mr. Braun for being available to attend the meetings in Springfield to put a face to Downstate information and work because they are often more attentive to the greater Chicago area.

Trustee Foster asked if we expect ridership to go up or possibly go down further?

Mr. Braun stated that we always expect it to go up and that it went down because we reduced peak service for half of last year for budgetary reasons. He explained he expects it will go back up when we reintroduce peak service on the Purple and Blue routes later this year, which we can do because Mobility has leveled off.

Vice Chair Hile thanked Mr. Braun for his explanations and asked Mr. Braun to further investigate the reductions to understand them other than cycles, so we can make adjustments.

Mr. Braun explained the budget presentation identified routes that were reduced, and part of the reasons were long-term detours, as well as our reduction in peak service and that by bringing back the peak service he believes we will see a return in ridership.

Chairman Whitehouse asked if there were any other questions or comments for Mr. Braun.

Chairman Whitehouse called for a vote on the motion on the floor since there were no more questions or comments and asked the Clerk to call the roll.

**Rollcall Vote:**

AYE: Trustee Bianchi, Trustee Buchanan, Secretary Foster, Vice Chair Hile, Trustee Rao,  
Chairman Whitehouse

NAY: None

The motion to approve the Consent Agenda was **approved**.

**F. COMMITTEE REPORTS:**

**Marketing and Communications Committee:**

Trustee Buchanan stated the discussion about messaging and communications goes back to 2020 when we had a Connect to the Future work group and their recommendations were unanimously approved by this Board and shared with both municipalities. She explained the bottom line was the need for education for riders, potential riders, riders of all kinds, engagement of community partners to increase awareness to build ridership and build confidence in Connect Transit. A few years later we are deep into our strategic plan and have activated committees, and that is when the Marketing

and Communications Committee activated. The Marketing and Communications Committee worked with the Marketing Manager and messaging consultants to develop a messaging campaign to enhance our brand and position in the community, which rolled into our strategic plan. We worked with the campaign as the Marketing Manager and consultants planned. We now have a new Marketing Manager after a brief pause and are working on a new plan and projects to present next month.

Mark Huffman, Marketing Manager, explained he is working on an initiative at ISU and has met with the admissions group several times to set up tours for parents and students so they can break down their apprehension, see where the bus goes, how long it takes to ride, and help them understand the process. They also explain the bus schedule and times, that students can ride all of the buses for free, how to use the app, and anything else they need to know.

Trustee Buchanan shared that ISU staff were also unaware they could ride the bus for free, so Mr. Huffman has been working to spread that awareness too.

Mr. Braun stated our contract with ISU is by the hour and unique swipes, meaning the more swipes we get the more revenue we bring in.

**Finance Committee:**

No report.

**Operations and Planning Committee:**

No report.

**G. NEW BUSINESS:**

- a. Recommendation for Tire Lease Extension – Roll Call Vote

**Chairman Whitehouse called for a motion to authorize the Managing Director to execute a single-year contract extension with Bridgestone Americas for leasing tires on revenue service vehicles.**

Trustee Buchanan motioned; seconded by Secretary Foster.

**Discussion:**

Ashley Strupek, Procurement Director, explained that for the past four years, Connect Transit has leased tires for revenue service vehicles from Bridgestone Americas. In total, Connect Transit has leased tires for over 12 years from various suppliers. Tire leasing provides more flexibility than purchasing tires and reduces maintenance cost, down time, and environmental liability.

This contract extension will utilize the last single-year option that was included in the original contract approved by the Board of Trustees in March 2021. Bridgestone has been a valuable partner of Connect Transit in recent years. The rates established by this contract were agreed upon and evaluated during the initial RFP evaluation in March 2021 and represent an increase of approximately 3% over the base period of the contract. The CPI for Tire Manufacturing: Truck and Bus has increased 21.8% since March 2021 so we believe issuing a new RFP at this time would result in a much higher cost for tires.

Anticipated expenses associated with this single-year contract extension will be approximately \$60,000 based on budgeted mileage. As in past years, Connect Transit will use operating funds for this contract and the expense was included in our FY26 budget.

Chairman Whitehouse asked if there were any questions or comments for Ms. Strupek.

Chairman Whitehouse called for a vote on the motion on the floor since there were no questions or comments and asked the Clerk to call the roll.

**Rollcall Vote:**

AYE: Trustee Bianchi, Trustee Buchanan, Secretary Foster, Vice Chair Hile, Trustee Rao,  
Chairman Whitehouse

NAY: None

The motion to authorize the Managing Director to execute a single-year contract extension with Bridgestone Americas for leasing tires on revenue service vehicles was **approved**.

b. Rural Transit Service Presentation – Informational

Cassy Taylor and Elizabeth Johnston of McLean County, David Schafer and Andrew Parker of Illinois Department of Transportation (IDOT), and Ray Lai of McLean County Regional Planning Commission gave an online presentation on Rural Transit Service available as part of the Managing Director's Presentation online.

Chairman Whitehouse asked Mr. Braun to summarize what the next steps are for the staff and what the Board.

Mr. Braun stated the next steps will be in two phases; one will be to ensure we have the operators to run the system and the other to transition the vehicles to ensure that they are in good operating condition when we begin running the service.

Mr. Braun explained we have been working with the County on branding, and we are going with County Connect for the name.

He explained we are talking to the state about some transition costs, so they do not hit our budget and come out of leftover rural funds from this year.

Mr. Schafer with IDOT explained there is some 5311 funding set aside for this and it will be strictly administrative costs.

Mr. Braun stated we have a nine-week transition plan that covers when the operators need to be hired, required drug testing, insurance for operators and vehicles and the strategy to make all of this happen if the Board chooses to adopt Rural Transit.

Chairman Whitehouse wanted clarification that there will be IDOT funding to cover all of this and it will not come out of Connect Transit funds.

Mr. Schafer stated there will be 5311 funding to cover it with enough DOAP funding to cover the 20% match. However, if that ends up not being the case then IDOT will do a continuing

appropriation to increase the DOAP funding for that 20% so nothing comes out of Connect Transit.

Mr. Braun explained that DOAP funds for Connect Transit and rural will be collective at this point so 20% will come out of the DOAP funds that we are not using and otherwise would be returned to the state.

Trustee Buchanan asked if there is any plan to bring any eligibility requirements to the rural transportation.

Mr. Braun stated the rural area is purely public transportation and does not have the ADA mandates that we do in the urban area. If they transfer to our service, they will be required to become eligible for our Mobility service.

Trustee Buchanan asked if there is any plan to bring back fares.

Mr. Braun stated that we didn't feel it would be fair to charge a fare at this point since the service will be exactly the same.

Ms. Taylor explained that ShowBus stopped charging fares during COVID and never resumed charging fares. She shared that they believe if this passes tonight, it would be such an enhancement that a fare in the future would not be out of the question.

Trustee Buchanan asked if we will take a rider out of county and a rider into county.

Ms. Taylor stated that her understanding is that the ride must originate within the county.

Chairman Whitehouse asked if a rural rider who is not paying a fare transfers to the urban system will be charged a fare.

Mr. Braun stated it is a conversation to have but at this point it would be \$1.25.

Chairman Whitehouse stated that the Board should probably have that discussion and asked the staff to come back with some recommendations on this situation. He explained that riders may not have cash or credit cards on hand, and this would need to be explored.

Ms. Taylor explained most riders come into town for one piece and then go back home so she doesn't think we are going to have as many transfers as thought, but possibly more down the road. Right now, she would like to focus on how to replicate the minimal services that are being provided and then build and expand from there.

Chairman Whitehouse agreed and stated he understands her thoughts but explained he would like to have the plan in place, so we are prepared when the time comes.

Trustee Buchanan asked if we will have in place a plan to revise service, monitor service levels, when do we initiate a fare, what will that fare because while those scenarios may not be here yet, but they will surface soon.

Ms. Taylor explained the consultant will have more information for the Board in mid-May that will answer many of everyone's questions, but in the meantime she would like to give everyone time to digest running the rural operation as it is now and then we can build and expand services in possibly year two.

Vice Chair Hile asked if the consultant will be providing their review based on other rural services in the state and what ridership tends to be like in similar counties. She also stated she appreciates the separation of funding, branding, and IGA but recognizes there will be times when input from both sides is needed. She stated there needs to be a process where the two governing bodies work things out as needed.

Chairman Whitehouse stated that the IGA lays out processes, bringing staff together, and waivers, etc. He stated for clarification purposes that at the end of the day we are administering the program and it is going to be a true partnership, but that it is the McLean County Board that will make the decisions, set their benchmarks and determine if they are happy with them.

Trustee Foster shared her appreciation that we are rolling this program out and asked that we build it up in the proper places so that everyone knows there is a connection and coordination, so everyone is successful.

Trustee Rao asked if the trip will go to outside counties.

Chairman Whitehouse stated as long as the trip originates in McLean County they can go to adjacent counties or anywhere within the county.

Trustee Bianchi stated her excitement at the collaboration, but her hesitation is in making sure we have a policy to fall back on if something were to present itself because it is Connect Transit's reputation and drivers on the front end if something were to go awry.

Chairman Whitehouse thanked everyone for their presentation.

c. Recommendation for IGA for Rural Transit Service – Roll Call Vote

**Chairman Whitehouse called for a motion to approve an Intergovernmental Agreement (IGA) between Connect Transit and McLean County for Rural Public Transportation Services [Meeting Packet Attachment 1].**

Trustee Buchanan motioned; seconded by Vice Chair Hile.

**Discussion:**

On June 10, 2024, the Executive Committee of the McLean County Board approved a resolution authorizing the Chairperson to notify parties of the County's intent to withdraw from an IGA to provide for public transportation in DeWitt, Ford Iroquois, Livingston, Macon and McLean Counties and relinquish its role as primary recipient of multi-county regional grant assistance under section 5311 of the Federal Transit Act and the Illinois Downstate Operating Assistance Program (DOAP) [Meeting Packet Attachment 2].

After the vote, the County Board Chairperson and County Administrator approached the Illinois Public Transit Association Executive Director to coordinate a meeting between the Illinois Department of Transportation (IDOT) and Connect Transit to discuss how the County could maintain transit service, separate from the multi-county funding structure and secure funding for only McLean County. The State indicated that its FY26 budget was being prepared in September 2024, and the County would need to be designated as the grantee and recipient of the funding. During the conversation, the County indicated its interest in having Connect Transit be the operator, and IDOT suggested that it would need to know the grant recipient prior to its budget to avoid funding delays.

On October 17, 2024, the McLean County Board approved a resolution transferring Section 5311 and DOAP funding to Connect Transit [Meeting Packet Attachment 3]. Soon after this meeting, IDOT engaged a planning consultant to assist County staff in gathering the information needed to equip the City, Town, and Connect Transit governing bodies to deliberate on this matter.

On April 7, 2025, the Town of Normal approved an amendment to its IGA with the City of Bloomington allowing Connect Transit to operate outside of the borders of the City and Town, as indicated in the IGA. The City of Bloomington followed with an approval of the IGA amendment on April 14, 2025 [Meeting Packet Attachments 4 and 5].

As demonstrated above, the structural steps have occurred that will allow Connect Transit to operate within the boundaries of McLean County. Specifically, the City's and Town's IGA amendment states "[t]he Board may, by whatever means it may decide, engage in the business of the transportation of passengers on scheduled and nonscheduled routes within the Primary Service Area and Extra-Territorial Service Area and as allowed by State and federal law."

The expansion of service delivers on Connect Transit's mission to provide safe, reliable transportation and access to opportunity to strengthen and enrich individual lives, our community, the economy, and the environment. The expansion also has the potential to enhance access to work, shopping, education and healthcare for the region.

The proposed IGA between McLean County and Connect Transit codifies our mutual responsibilities. The County will transfer ownership and operational control of its Rural Transportation Service program, fund balance, service vehicles and equipment, and revenue vehicles to Connect Transit. McLean County will provide the policy governance of the rural transit service, including hours and days of operation, services provided, fares charged, and annual budget approval.

Connect Transit will be responsible for service operations, vehicle maintenance, management and filing of documents required by IDOT and the FTA. Connect Transit will also be responsible for applying for funding and vehicles for the service; however, as stated in the IGA, "under no conditions shall any funds appropriated for Connect Transit urban services be used to fund Rural Transportation Service program operations, capital items or operating deficits..."

The governing body with greater financial interest will approve procurements which affect both the urban and rural services, as required.

The agreement may be extended on an annual basis for a period of 10 years or may be terminated by either party for cause or convenience.

The proposed IGA and subsequent expansion of services will reduce Connect Transit's urban operating expenses by assigning a portion of the agency's fixed costs to the rural funding allocation.

Further, the establishment of Connect Transit as the grantee for federal and state rural funding will make budgeting and documentation filings to state and federal oversight agencies more efficient.

Finally, Connect Transit's DOAP funding allocation will increase to facilitate delivery of agreed upon services in both the urban and rural service areas. The increase stabilizes our needs for several years and Connect Transit staff will manage the allocation of that funding to meet IDOT, Board, and McLean County requirements and expectations.

Chairman Whitehouse stated there are processes in place that bring McLean County leadership and our leadership to the table, there are clauses in the IGA that protect both entities, and there are clauses that protect us if one of the parties wants out. He stated Steve Mahrt has reviewed the IGA, and the City and Town have agreed.

Pam Reece, City Manager, stated there were very few comments from Council members but that they were very much in support and looking forward to expanding that kind of awareness and services and supportive of the rural communities having access.

Jeff Jurgens, City Manager, stated they are supportive and approved their IGA last week.

Mr. Braun stated this does fit into the mission of Connect Transit in wanting to expand opportunity in the region and strengthen and enrich individual lives.

Chairman Whitehouse asked if there were any questions or comments for Mr. Braun.

Chairman Whitehouse called for a vote on the motion on the floor since there were no more questions or comments and asked the Clerk to call the roll.

**Rollcall Vote:**

AYE: Trustee Bianchi, Trustee Buchanan, Secretary Foster, Vice Chair Hile, Trustee Rao, Trustee Singer, Chairman Whitehouse

NAY: None

The motion to approve an Intergovernmental Agreement (IGA) between Connect Transit and McLean County for Rural Public Transportation Services was **approved**.

**H. CHAIRMAN'S REPORT:**

Chairman Whitehouse acknowledged Trustee Singer's service to the Board.

**I. MANAGING DIRECTOR'S REPORT:**

Mr. Braun shared his monthly Managing Director's report available online as part of the Managing Director's Presentation.

**Triennial Review:**

- Connect Transit is undergoing the Triennial Review now.
- The Triennial Review helps the FTA determine whether its recipients are administering FTA-funded programs in compliance with U.S. code and federal law provisions.
- The review assesses management practices and program implementation to ensure that FTA programs are administered in accordance with FTA requirements and are meeting program objectives.
- Connect Transit's last Triennial Review was done in 2022.

### **Strategic Plan Scorecard:**

Mr. Braun gave an update on the Strategic Plan, noting that he had indicated changes or updates to the scorecard with an “X” on the far left. (Updates included as part of the Managing Director’s Presentation available online.)

### **Community Outreach:**

- ISU Housing Preview Promotions and Displays (displayed all summer in Hewitt/Manchester)
- Corncrib Promotional Signage Updates and Ride Promotion
- ISU Redbird Express TOURS for Accepted ISU students and parents on Fridays Bus Shuttles for ISU clean up day
- Record Store Day Promotion (2,152 views and counting)
- MCCC Spring Job Fair at Heartland Community College
- McLean County Senior Services Council Presentation by Connect Transit Community bus to Heartland Head Start
- Family Community Resource Center Job Fair

### **Professional Development:**

- APTA Mobility Conference
  - Austin, TX; April 5 – 9, 2025
    - Attended by: Charlie Busse, Maintenance Manager
  - Charlie is watching industry progression of fuel cell technology to monitor improvements prior to our next scheduled bus replacement in 2029.
  - Charlie is a member of the ZEB (zero emission bus) Preventive Maintenance subgroup whose goal is to work with bus original equipment manufacturers (OEMs) to standardize preventive maintenance (PM) guidelines across manufacturers.
  - Attended Maintenance Managers workshop to learn about changes in powertrain and braking systems and BEB (battery electric bus) safety measures.
  - Attended a session regarding maintenance facility design for ZEB fleets. Charlie is a member of the bus maintenance facility design subgroup, working on updating the APTA standards document regarding bus maintenance facility design.
  - Attended a session regarding ZEB and alternative fuel bus safety. Monitoring industry trends regarding safety standards for ZEBs.
- Procurement II: Risk Assessment and Basic Cost or Price Analysis
  - Ft. Worth, TX: April 14 – 17, 2025
    - Attended by: Ashley Strupek, Procurement Manager
  - Learned more about independent cost estimates and how to teach other staff members to complete them.
  - The instructors went into greater depth about how to complete cost and price analysis for all projects.
  - Increased knowledge on indirect and direct cost analysis
  - Completed fourteen group activities to put new knowledge into practice and ask questions.
- Leadership McLean County Steering Committee
  - Participant: Shelly Moss, Operations Director
    - Provided leadership development and community engagement for upcoming community leaders.

- Collaborated in the development of programs that encourage participants to gain confidence, build connections, and expand their impact in the community.
  - Shelly is especially proud to have witnessed Carrie Bailey’s journey firsthand and to see how she flourished throughout the program.
- Leadership McLean County Graduation
  - Recognized Carrie Bailey for successfully completing the McLean County Chamber of Commerce’s Leadership McLean County (LMC) program.
  - Over the past eight months, Carrie participated in an intensive series of classes focused on leadership development, community engagement, and strategic collaboration. She worked closely with local leaders and nonprofit organizations — gaining meaningful experience and deepening her connection to McLean County.
  - As part of the program, Carrie collaborated on a community impact project that will be launching soon. While we won’t spoil the big reveal, we are excited for the positive impact it will have and proud of her role in its development.
  - Carrie’s commitment to growth and leadership continues to elevate our team and the community we serve.

**Recruiting:**

- Positions Open
  - Bus Operator (6)
  - Maintenance Supervisor (1)
  - Mechanic (3)
- Positions Filled
  - Bus Operator (4)
  - Mechanic (1)

**Reminders:**

- SEI due by May 31.

**J. TRUSTEE COMMENTS:**

Trustee Foster shared she attended Leadership McLean County in the 1990’s.

**K. EXECUTIVE SESSION:**

- a. (ILCS 120/2.06) (d) – Review of Closed Session Minutes
- b. (ILCS 120/2 (c) (1) – Personnel Matters

**Chairman Whitehouse called for a motion to adjourn Regular Session and move into an Executive Session.**

Trustee Buchanan motioned; seconded by Trustee Rao.

**Rollcall Vote:**

AYE: Trustee Bianchi, Trustee Buchanan, Secretary Foster, Vice Chair Hile, Trustee Rao, Chairman Whitehouse

NAY: None

The motion to execute adjourn Regular Session and move into Executive Session in the Administrative Conference Room was **approved at 5:45 p.m.**

**REGULAR SESSION RE-OPENED:**

Chairman Whitehouse called Regular Session back to order at 6:31 p.m. in the Board Room and Board Clerk, Janice Crago, took attendance via roll call.

**Trustees Present:** Trustee Gina Bianchi  
Trustee Judy Buchanan  
Secretary Linda Foster  
Vice Chair Julie Hile  
Trustee Mandava Rao  
Chairman Ryan Whitehouse

**Trustees Absent:** None

**City Managers Present:** City Manager Jeff Jurgens  
City Manager Pam Reece

**City Managers Absent:** None

**Staff Present:** David Braun, Managing Director  
Brady Lange, Deputy Managing Director  
Charlie Busse, Maintenance Manager  
Janice Crago, Board Clerk  
Pat Kuebrich, Finance Director  
Steve Stockton, IT Manager

L. Recommendation for Managing Director's Annual Salary Increase  
No discussion was held.

M. Recommendation for Closed Session Minutes – Roll Call Vote

**Chairman Whitehouse called for a motion to approve that all Executive Session minutes continue to be withheld from public release.**

Trustee Rao motioned; seconded by Trustee Bianchi.

**Discussion:**

Illinois State Law requires that all public bodies which are subject to the requirements of the Illinois Open Meetings Act review Executive Session minutes at least twice each calendar year to determine which of those minutes need to remain confidential and which can be released to the public. It is up to the governing body to make the determination as to whether or not to release to the public any Executive Session minutes.

As was indicated above, staff has reviewed the Executive Session minutes in accordance with state statute and is recommending that all Executive Session minutes continue to be withheld from public release given their sensitive and confidential nature.

This item will be included on the Board of Trustees meeting agenda every April and October to ensure compliance with the state statute. Printed copies of the Executive Session minutes will be available for Trustee review in person through the Board Clerk prior to each six-month review.

Chairman Whitehouse asked if there were any questions.

Chairman Whitehouse called for a vote on the motion on the floor since there were no more questions or comments and asked the Clerk to call the roll.

**Rollcall Vote:**

AYE: Trustee Bianchi, Trustee Buchanan, Secretary Foster, Vice Chair Hile, Trustee Rao, Chairman Whitehouse

NAY: None

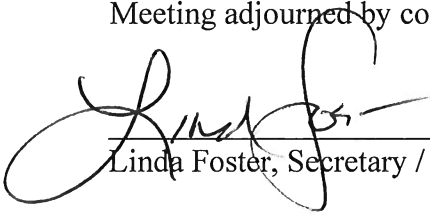
The motion to approve that all Executive Session minutes continue to be withheld from public release was approved.

**L. ADJOURNMENT:**

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

Secretary Foster motioned; seconded by Trustee Rao.

Meeting adjourned by consensus at 6:32 p.m.

 6/24/25  
Linda Foster, Secretary / Date

 6.24.25  
Janice Crago, Board Clerk / Date

[CONNECT TRANSIT SEAL]

