2018-12-04 CAT Advisory Board Meeting

Juwhan Lee - CAT
Jim Mann - Chair
Nikuyah Walker - Mayor
Virginia Chambers – Vice Chair

2nd Discussion of Draft Bylaws

Define “quarterly” – A question was raised regarding “quarterly meetings.” To avoid confusion, bylaws will specify that “quarterly meetings” is 4 times a year.

Officer Election – This was left blank in the draft. Discussions were had to keep the current Chair and Vice Chair until the Board is “reborn” with the approval of new bylaws. At that point, a new election can be held to choose a new Chair and Vice Chair. No other officer positions were deemed necessary.

Meeting Attendance Requirements – This was decided to be included in the new bylaws. In light of regular meetings being quarterly, it was decided that missing 2 regular consecutive meetings will result in losing the membership status.

Member Removal – This was to be added with the standard language used by the City for boards and commissions.

Fiscal Year – Clarification regarding when the fiscal year was requested. This will be spelled out as City’s fiscal year (July to June).

Board Member Nomination – Board members will be nominated through City Council. There’s a standard process the Council uses for boards and commissions. CAT Advisory Board will follow these procedures. There will also be an open enrollment process. Applications will be posted online and available at the Downtown Transit Stations.

Community Engagement – Reiterate that community engagement is an expected duty of a board member.

Membership Number – Initial membership will be capped at 7. Increasing the number can be voted on by the Board at a later date if needed.
Other Matters

Mr. Mann brought up fare box issues on buses. Specifically how it seems the fare box is not able to collect money efficiently and thus, holding up buses/passengers.

Discussion was had regarding advertising of the CAT Advisory Board to the public. It was agreed that a dedicated website and a Facebook page should be created under the CAT sites. Also, an email address will be created for the public to reach the CAT Advisory Board.

Next Steps are to finalize the draft bylaws and submit to City Attorney’s office.

Additional comments were made regarding when to have the regular quarterly meetings. It was suggested that a regular meeting take place in August or September so that CAT can adjust budget proposals due in October, if there was a Board project that would have budgetary impacts.