

Agenda
Transit Passenger Advisory Committee
Monday, April 17, 2017, 10:00 AM
Transit Services Administration Building
1015 Transit Drive, Large Conference Room

1. Call to Order, Quorum, Introductions
2. Review Agenda
3. Approval of Minutes from Previous Meeting
4. Public Comments
5. Elections
 - a. 2017-18 Annual Membership Renewal Elections:
 - i. Rebecca Shields, Allison Burns, Liz Robertson, Larry Schaefer, Dick Hyde, and Courtney Stone
 - b. Officer Nominations – Open Discussion
 - c. Officer Elections
 - i. Committee Chairperson Secret Ballot Vote
 - ii. Committee Vice-Chairperson Secret Ballot Vote
6. New Membership Review (if necessary)
 - a. **Review current make-up of the committee**
7. Update Roster, verify contact Information
8. Review Bylaws
 - a. **Suggestion for additional item under Duties of the Vice Chairperson:** *“In the absence of both the Chairperson and Vice-Chairperson, the City will recommend an interim Chairperson to, upon approval of the committee, facilitate the meeting.”*
9. Summarize Accomplishments of the prior year
 - a. **For discussion: Do we still want to do this?** If so, we need to compile a list, which has been difficult to pin down in the past. If not, we should adjust the Bylaws to remove it from the Annual Meeting Agenda.
10. Review administrative procedures and documents (handbook etc.)
 - a. **Review procedures – Meeting materials, communication, minutes**
 - b. **Review documents – Handbook, information cards**
11. *Updates: N/A*
12. *New Topics for Discussion N/A*
13. Member Announcements, Information Sharing
 - a. Liz: Update regarding the City’s Plan COS project; to include discussion of possible presentation from City Planning staff
14. Public Comments
15. Agenda for Next Meeting
16. Adjourn