

**CONNECT TRANSIT
BOARD OF TRUSTEES
WORK SESSION PROCEEDINGS OF MARCH 18, 2014**

The Work Session meeting of the Board of Trustees of Connect Transit was held at the Connect Transit Board Room #135, 351 Wylie Drive, Normal, Illinois 61761 on at 3:30 p.m.

TRUSTEES PRESENT: Judy Buchanan, Chairman
Mike McCurdy, Secretary

John Thomas
Ryan Whitehouse

TRUSTEES ABSENT: Bill Wilson, Vice-Chairman
John Bowman
Felicia Shaw

CITY MANAGERS: None.

STAFF PRESENT: Andrew Johnson, General Manager
Martin Glaze, Operations Supervisor
Roy Rickert, Operations Director
Jennifer Sorenson, Community Relations Manager
Steve Stockton, Information Technology Manager
Isaac Thorne, Procurement Director
Julie Phillips, Labor Relations Executive Assistant

OTHERS PRESENT:

The meeting was called to order by the Chairman at 3:40 p.m. Roll call was taken.

Chairperson Judy Buchanan stated that the purpose of the Work Session was to discuss the 2014 General Manager's goals. A copy of the 2013 General Manager's goals and the 2014 goals had been provided to the Board prior to the meeting. Additionally, a copy of the 2014 Three (3) Year Strategic Plan was made available to review. Chairperson Buchanan requested that Andrew Johnson, General Manager discuss the goals that are on the 2014 goal list.

Mr. Johnson addressed the Board. He stated that it had been an easy process to write the 2014 goals list as there were so many things currently in progress. He did not believe that it was fair to create a list of items that were already a part of his daily work activities. His objective for 2014 was to set goals that were ambitious and challenging and in conjunction with the recently approved Three (3) Year Strategic Plan. He noted that the goals listed were not in an order of priority.

Mr. Johnson briefly described each goal noting that each goal also denoted which aspiration of the Strategic Plan it pertained to.

Regarding the goal of completing architecture & engineering for the Front Street Transfer Center, Secretary Mike McCurdy questioned if the actual construction of the transfer center would be feasible. Mr. Johnson responded that it could be considered a *stretch* goal.

Trustee Felicia Shaw arrived at 4:00 p.m.

Trustee John Thomas noted that some of the 2013 General Manager's goals were still ongoing. Andrew Johnson, General Manager agreed and noted that the 2013 goals would remain important, and that he would continue focusing on them. Goals such as increasing political and community outreach would always remain important and ongoing.

Secretary Mike McCurdy stated that the 2014 General Manager's list was ambitious. He did not believe it was necessary to add to it. Mr. Johnson responded that having *stretch* goals provided ambition to reach beyond the goals that are listed. Secretary McCurdy suggested that "other funding" be included with the goal of establishing the initial action plan for obtaining dedicated local funding. Mr. Johnson agreed.

Chairperson Judy Buchanan questioned if the Board members had any additional changes or additions that should be made to the 2014 General Manager's Goals.

Trustee Ryan Whitehouse stated that the word "political" should be removed from the goal to initiate more formalized and targeted advocacy process that coordinates Board and staff. Chairperson Judy Buchanan agreed. The advocacy process would include political, community and Universal Access.

Trustee John Thomas suggested that "Award contract for a new revenue collection system" and "Begin evaluation of fare structure and propose future revisions" should be combined to make the list less imposing. Mr. Johnson agreed.

Trustee Felicia Shaw questioned if the list was aspirational goals that were to be completed by the end of Calendar Year 2014. Secretary Mike McCurdy responded that it would be by the first quarter of 2015. Mr. Johnson agreed and stated that some of the goals would be started but not completed by the first quarter of 2015. Trustee Shaw questioned if the goal date of "First Quarter of 2015" should be denoted on the goals sheet. Chairperson Judy Buchanan affirmed.

Trustee Shaw stated that including the goal date on the list ensured that anyone reviewing the document in the future would understand when the goals were to be achieved. She questioned how the progress of the 2014 General Manager's Goals would be reported. Chairperson Buchanan responded that progress would be reviewed with each quarterly update of the Strategic Plan.

Motion by Secretary Mike McCurdy, Seconded by Trustee Felicia Shaw to adjourn the Work Session.

AYE: All
NAY: None
Motion carried.

Time: 4:15 p.m.

Mike McCurdy, Secretary