

TTA September Board of Directors Meeting Minutes

Thursday, September 26, 2019

Phone in Meeting, (605) 313-5111 call in number

Access code: 787696



TTA's mission is to support the needs of Texas public transportation systems through statewide advocacy and education.

These are the minutes of the TTA September Board of Directors Meeting held on September 26, 2019 via conference call. The meeting was called to order at 10:06 am by President Mario Delgado with the following board members present:

BOARD MEMBERS PRESENT:

Mario Delgado, President
Sarah Hidalgo-Cook, VP Rural
Tom Logan, VP Small Urban
Norma Zamora, Secretary/Treasurer
Allen E. Hunter, TTA Executive Director
Eron Linn for Gary Thomas
Irene Villa for Jay Banasiak
Robert Gil
J.R. Salazar
Jessie Arriaga
Lylene Springer
Vince Huerta
Jeff Johnson
Huelon Harrison
Chris Mandrell

Not in Attendance

Tom Jasien
Jeff Arndt
Jorge Cruz-Aedo

1. Welcome & Roll Call

Mario Delgado, President, welcomed everyone and began the meeting at 10:06 a.m. Allen Hunter, Executive Director called roll and a quorum was present.

2. Approval of Meeting Minutes from August Workshop

There was a brief discussion about item number six, Discuss Election Criteria to Create and Ensure a Succession Plan; Revisions of Bylaws. It was clarified that the approval of item six was not to amend the bylaws but a general consensus to begin the process of amending the bylaws.

There was further discussion about meeting in November to create a draft revision of the bylaws to take to the committee in January.

Norma Zamora made a motion to approve the minutes with corrections being noted, seconded by Lylene Springer, all were in favor and the motion was approved unanimously.

3. President Update (Meeting with TxDOT, FTA, Wade Long)

Mario Delgado discussed having a proposal from Wade Long for this year, leading up to the legislative year. Wade is willing to help put together the legislative seminar in January. Mario noted he would like to meet with the legislative committee to look over the proposal, discuss getting it in line with the budget, and having a follow-up

call with Wade. TxDOT was also very supportive of working with Allen and TTA training along with the upcoming conference, Expo and Rodeo.

FTA was very pleased to meet with TTA and would like to be more involved in the future. Mario offered an invitation for FTA to be at the conference in an effort to work more closely with them.

Allen echoed Mario's comments about the meetings and added that they visited the conference and potential rodeo locations as well. Allen added he has been working on cleaning up the website and database of members to get everything more up to date and organized.

Mario mentioned that he and Allen were able to meet with a local event planner and got the cost down from \$20,000 to \$12,000. Since she has experience, knows the venue and staff, he felt that this was going to be very beneficial and for less than was budgeted. Mario added the target date to hire the planner is October 1st; he will send out the contract for review which he hopes to execute within the next several days.

4. Executive Director Update

Allen reiterated the benefits of being able to see the conference and rodeo sites. He created a draft timeline of events and is looking forward to getting the event planner on board.

Allen mentioned he has been updating the website, cleaning up account information and sending out invoices. He also added a jobs section to the website so anyone with openings can send those to him to post. There is an updated section of upcoming events and anyone wanting to post event information can send that to him as well.

He thanked those that have sent him information to incorporate in the newsletter. There are areas in the newsletter for sponsorship/advertisements that have the potential to raise \$6,000, and he thanked Creative Bus Sales for being the first to purchase a sponsorship.

5. Finance Committee Update

Norma Zamora stated she would like to hold a budget meeting next month. There was a transition from Wells Fargo to ADT for payroll that was resolved this week and will catch Allen up on his paychecks. Allen was also added to the account so he can begin to write checks and pay invoices. The processing fee for ADT is \$48.53 semi-monthly which is about \$20 less than Wells Fargo. Norma stated the checking account balance is \$135,692.88 and the savings account balance is \$187,397.06. There haven't been any deposits since the end of July, but membership fees should start coming in soon. Allen stated he has started sending those invoices and added that memberships run from September to August.

6. January All Member Meeting and Reception

Shawn Scott has reached out to Allen in an effort to coordinate a training event with the January All Member Meeting to coincide with TxDOT's semi-annual operators meeting. The timeline that has been discussed is TTA Board meeting, workshop, all members meeting and then reception.

There was some discussion to possibly extend training to the day after the semi-annual meeting and include a certification that would allow people to request scholarships from TxDOT. It was then mentioned that PTAC meets the day after the semi-annual meeting which could be a conflict for some.

Allen mentioned that he would work with Shawn to possibly set up more in depth training at different times and locations around the state. It was recommended that a survey to the members may prove beneficial in determining the consensus regarding what type of training would be beneficial to pair with the TxDOT semi-annual operators meeting.

7. Discussion on Status of Associate Member Positions

Mario stated there are three interested people for the Associate Member positions; Kelly Coughlin from Ecolane, John Hendrickson from Hendrickson Transportation Group, Ben Herr from First Transit. The terms of these positions expire this year and we would like to appoint them at the November meeting. Perspective members could speak to the board and give a presentation so we would have five perspective associate members and three positions.

Norma suggested sending out notifications about the vacant positions and that TTA is accepting presentations at the November 14th meeting. Give them a deadline to let you know if they plan to present by mid-October.

It was mentioned to go back and review what the bylaws say about these positions because these may have been changed in 2017 and cut back to two positions. The two current members are Jeff Johnson and Hugh Harrison.

Allen will reach out to Jeff Arndt and work with Mario to see if the August 2017 bylaws are the most current. Allen will then reach out to those interested in presenting at the November meeting.

8. New Business

Allen will bring conference save the date cards to the APTA conference and will make available to anyone that would like them.

9. Adjourn

Hugh Harrison made a motion to adjourn, Tom Logan seconded, all were in favor and the motion was approved unanimously.

Mario Delgado adjourned the meeting at 11:04 am

Sarah Hidalgo-Cook made a motion to approve the meeting minutes from the September 26, 2019 Board of Directors Meeting, which was seconded by Tom Logan and was approved unanimously. The minutes were approved by the Board of Directors on November 14, 2019.

I hereby certify that the above and foregoing pages constituent the full, true, and correct record of all proceedings and official records of the Texas Transit Association at its Board of Directors Meeting on September 26, 2019.

Approved:  _____

Mario Delgado, President, TTA

_____ **11/14/19**

Date Signed