*COMET Board Meeting minutes are prepared and presented in summary form, audio recordings of the meetings are on file at the COMET.*

 **COMET BOARD MEETING MINUTES**

 **March 23, 2016**

**Members Present: Guest Present:**

**City of Columbia**  Ron Anderson Frannie Heizer, McNair Law Firm

 Carolyn Gleaton Marsha Johnson, MTRA

 Derrick Huggins Yolanda West, Citizen

 Patricia Creer, Citizen

**Forest Acres** Andy Smith Larry Livingston, Transdev

 Kevin Alberse, Rich. School Dist. II

**Lexington County** Lill Mood Darin Black, Transdev

 Debbie Summers\* Loretta Lewis, Transport Care Services

 Will Anderson, Rich. School Dist. II

**Richland County** Mac Bennett Jody Free, Citizen

 Joyce Dickerson Keidre Stackhouse, Citizen

 Jennifer Harding Walter Durst, Citizen

 Rebecca Conway, Lexington County

**Rich. Co. Leg. Dele.** John Furgess Chuck Statler, Derrick, Stubbs and Stith

 Robert Morris Rick Silver, Chernoff Newman

 Hampton Miller, Chernoff Newman

 Jackie Bowers, Transdev

 Charles Gossett, MTRA \*

 Gloria Tanner, Comprehensive Business

**Absent Board Members:** **COMET Staff Present**

Skip Jenkins Robert Schneider, Executive Director

Joel Neal Missy Lawlor, Administrative Coordinator

 Michelle Ransom, Grants and Contracts

 Daphne Givens, Finance Manager

 Tiffany James, Community Outreach Coord.

 Rosalyn Andrews, Staff Accountant

 Samuel Scheib, Transit Planner & Manager

 LeRoy DesChamps, Transit Development

\*Denotes Participation by Phone

1. **CALL TO ORDER**

Lill Mood called the meeting to order at 12:01 PM.

1. **DETERMINATION OF QUORUM**

 A quorum was present at the opening of the meeting.

1. **INTRODUCTION OF ATTENDEES**
2. **ADOPTION OF AGENDA**

**Motion:**

**A motion was made by Joyce Dickerson and seconded by Ron Anderson to approve the agenda as distributed. Motion passed unanimously.**

1. **APPROVAL OF AMENDMENTS TO BYLAWS**

Report: Heizer regarding suggestions for bylaws changes and options from varying members of the board:

* Three officers and any board member may serve as any officer
* Position of “Secretary-Treasurer” be separated to create two officer positions, Secretary and Treasurer
* Suggests the issue of Secretary-Treasurer be taken up first, as it impacts other decisions.

**Motion:**

**A motion was made by John Furgess and seconded by Robert Morris to divide Secretary-Treasurer into two positions to create separate Treasurer and Secretary officer roles, to better match the requirements of by-laws.**

Discussion:

* Morris: stated that we have an 11 member board, with 3 positions; 4 is appropriate. The more involved than the quicker board members can learn and then lead.
* Dickerson: Have the duties of secretary been established? Mood acknowledged that yes, as role is addressed in other by-laws changes and supporting materials.

Mood: call for Action:

In Favor: Bennett, Dickerson, Furgess, Gleaton, Harding, Huggins, Morris, Smith

Opposed: Anderson

Abstain: Mood

Motion Approved 8: 1. Separation of Secretary and Treasurer Officer Position is adopted.

Clarification:

* Furgess asked who on board, or is it Heizer, that is custodian of motions?
* Heizer explained that the motion that just passed would be enacted into by-laws, for example, motion just passed would have sentence 1A [of handout] updated to reflect the change to have officers be the Chair, Vice-Chair, Secretary and Treasurer, each of whom must be voting directors.
* Heizer: Next sentence raises question of additional restrictions, at least two different versions:
* 1B [of handout] officers each must be voting members of a political subdivision of Richland County or the Richland County Legislative Delegation, basically excluding Lexington County appointees
* Alternate suggestion that Lexington County appointee could be an officer, but only as Secretary or Treasurer.
* This is the key decision point: all officers are Richland County, or may Lexington County serve as Secretary or Treasurer.
* Mood asked for clarity on language that varies between ‘be appointed by’ or ‘resident of’?
* Heizer identified this as a different way of saying the same thing; no special distinction and that a ‘political subdivision’ includes, at this time, Richland County, City of Columbia, City of Forest Acres, and the delegation is not a political subdivision because it is not a governmental entity. As such, language was added.
* Smith confirmed that Forest Acres wouldn’t be excluded from any of those combinations, and previously were excluded from Chair and Vice Chair. But this removes that distinction.
* Mood acknowledged both options maintained offices open to all entities besides Lexington County.
* Heizer confirmed under 1B, appointees of Columbia, Richland County, Forest Acres and Richland Delegation are eligible to be an officer, which is a change from the past by-laws.
* Anderson restates, that for both 1B & 1C (and affirmed by Heizer) that they were the same language but could be expressed in different ways.
* Mood suggested to eliminate 1B for simplicity sake.
* Heizer: A little bit of difference because we assume appointee from Forest Acres lived in Richland County.
* Smith clarified no residency requirement was known for the appointment.
* Anderson was unsure that the city had a residency requirement.
* Heizer stated that the City of Columbia likely does, but that the language should be made clear that you are supposed to be a resident of Richland County. For example if you live at Harbison in Lexington County, you wouldn’t be eligible.
* Mood stated those are different decisions to be made for a motion.

**Motion:**

**A motion was made by Mac Bennett and seconded by John Furgess for purposes of initiating discussion, of option 1C, Motion that the Chair, Vice-Chair, Secretary and Treasurer must all be residents of Richland County.**

Discussion:

* Anderson: Considers it a mistake to limit the Board options of who can be an officer. If a desire for a Lexington County Chair or Vice Chair, they would have to collect 5 additional votes, which is a different issue. If building a regional system it benefits to demonstrate we want them to be a participant. Acknowledged that others such as Lexington and Kershaw County contribute heavily, but to say Lexington does not contribute is inaccurate, as projections of majority of outside revenue is coming from Lexington County. If later we need an officer and the best person is from Lexington County, then must change by-laws later. As a practical matter the desire is to prevent Lexington County from holding an office, we just do not vote for them. Aware of political considerations; more concerned with ramifications. Supportive of adding the Richland Delegation and Forest Acres to the eligible pool is good—we should continue for all board members.
* Bennett stated there is a difference between taxpayers approving a referendum in Richland vs. not approving one in Lexington. People look to our by-laws as an indicator of a governing body. Provision that having a person from Lexington County reflects a political subdivision that has not contributed to the overall operation except for a service contract. Outsiders will look to by-laws and why set up a structure of governing that would allow that to occur. Concern of those ramifications.
* Anderson stated he understood that perspective, but just disagreed on how to address those concerns: in by-laws or by not voting for a Lexington County board member? Envision a situation where we need them as an officer.
* Dickerson stated those who aren’t substantial funding participants need to be able to participate, but to a varying extent.
* Mood commented a by-laws requirement is not needed and that the IGA’s municipal, county & delegation appointees reflect a strong Richland presence. Including it in by-laws prevents us from coming together as equals without privilege or status.

**Motion:**

**A motion was made by Jennifer Harding that the Executive Committee should not have any residency requirement, but that the chair and vice chair shall have a residency requirement.**

Clarification:

* Heizer stated that the Executive Committee not being discussed at this juncture; but that is something to be included as an option when that time arises. Variation includes allowing Lexington County appointees to serve as Secretary or Treasurer.
* Mood requested that Harding further clarify the Motion and intent.
* Harding stated that any officer, chair, vice chair, Secretary or treasurer can come from any member of the board.
* Clarification from Heizer that Bennett made a Motion for 1c. Option is to vote that down and then go to 1a. Substitute motion is possible, but that process is nearly identical.
* Bennett: Re-states the motion that option 1C, Motion that the Chair, Vice-Chair, Secretary and Treasurer must all be residents of Richland County.
* Mood: call for vote

In Favor: Morris, Bennett, Gleaton, Huggins, Furgess, Dickerson

Opposed: Mood, Anderson, Smith, Harding

Abstain: None

Motion Approved 6: 4. Option 1c is adopted.

* Heizer report continued. Items 2 & 3 are related. Each officer can hold a 2-year term and cannot serve consecutive terms, after being absent from a 2-year term, they become eligible for re-nomination. It’s a carryover from prior by-laws, because the old by-laws will be structurally replaced by this document.

**Motion:**

**A motion was made by Lil Mood and seconded by Robert Morris to accept as presented. Motion passed.**

Discussion:

* Furgess questioned whether the position of secretary and treasurer could come from any director on the board.
* Heizer noted that 1c is contrary to the idea that secretary/treasurer could be from Lexington County. Could have amended to allow Lexington appointee to be secretary or treasurer, but that was the not the motion. It was voted to have all officers be a resident of Richland land County.
* Mood called for vote on items 2 & 3?

**Motion:**

**A motion was made by Robert Morris and second by John Furgess to accept as presented. Motion passed.**

In favor: Morris, Bennett, Gleaton, Huggins, Furgess, Dickerson, Mood, Anderson, Smith, Harding

Opposed: none

Abstain: none

Motion Carries 10:0. Items 2 & 3 are adopted.

* Heizer report continued. 4a & b are a concept that each officer represent a different entity. If this concept is adopted, with 4 officers, now Richland County, City Delegation & Forest Acres would have an officer position, in the future, other options may exist.
* Mood: With 10 members in Richland County, how would that math unfold?
* Anderson: Andy Smith would have to be an officer in every instance is either was passed.
* Heizer could offer amendments or revisions that would say no officers from the same political subdivision. Can also remain silent, which means any entity could have three officers or 1 from each or no more than 2.
* Furgess: “But Frannie, that was….at least one officer from the City, one from County and one from the legislative delegation would always be….but that was more related to the executive committee…2 of these officers would be on the executive committee, the chair and the vice chair…”
* Heizer: Probably correct when you define your executive committee will be most certainly your chair and vice chair and most likely all 4 officers. Plus 1.
* Mood: so this motion is limited to officers and not the executive committee. As Anderson pointed out, would have to have one of those 4 always represented.
* Furgess: The key was to keep chair and vice chair from both being from one entity at the same time. It was to keep some diversity.
* Mood: Can amend if you’d like.
* Anderson or propose something different.
* Heizer: So you want the chair & vice chair shall not be from the same. Fine if chair & secretary or treasurer or secretary are from the same entity, but not the vice chair. Those two offices shall not be from the same appointing body.

**Motion:**

**A motion was made by John Furgess and seconded by Robert Morris that the chair and vice chair are not to be from the same appointing body.**

Discussion:

* Anderson: Bad idea to limit our options and we don’t know our future. We should be mindful of possible future composition. If we want political diversity to officers, they can vote that way when the time comes.
* Mood: restate motion that chair and vice chair are not from the same appointing body.

In favor: Gleaton, Morris, Dickerson, Furgess, Huggins

Opposed: Mood, Harding, Smith, Bennett, Anderson

Abstain: none

Motion Fails: 5:5

* Heizer: No motion for 4a or 4b, otherwise they are not included in the change.
* Furgess: We may need to readdress this in the future.

Mood: Number 5: Chair and Vice Chair shall be official spokespersons for the organization.

**Motion:**

**A motion was made by Robert Morris and seconded by Derrick Huggins that the Chair and Vice Chair shall be the official spokespersons for the organization. Motion passed.**

No discussion. Call for vote:

* In favor: Morris, Bennett, Gleaton, Huggins, Furgess, Dickerson, Mood, Anderson, Smith, Harding
* Opposed: none
* Abstain: none
* Motion Carries: 10:0. Item 5 is adopted.

Mood: #6, the Secretary-Treasurer shall chair finance committee.

Heizer: Now that they are separate, there can be a motion to make an adjustment to this proposed by-law.

**Motion:**

**A motion was made by Joyce Dickerson and seconded by Mac Bennett that Treasurer is chair of the finance committee. Motion passed.**

Discussion:

* Morris: I have a concern. The way we have operated doesn’t mean it’s the best way, but we usually let the committee choose the chairperson. Believe we should do it in not in some committees, but all committees.
* Bennett: Reasoning is that hopefully Treasurer will know as much of the financial operations of the organization as anyone. With an 11-member board it doesn’t make sense to duplicate positions, which is my reasoning. Consolidate those responsibilities within one person.
* Mood: Restate motion—Treasurer is the chair of the finance committee

In favor: Anderson, Harding, Huggins, Bennett, Smith, Dickerson

Opposed: Furgess, Morris, Gleaton

Abstain: Mood

Motion carries: 6:3

* Heizer report continued. The next two, 7 & 8, 7 is a carry forward and in number 8 that the term of the officers would begin on July 1st. Do need a motion for 7 & 8, and can be combined.

**Motion:**

**A motion was made by Jennifer Harding and seconded by Mac Bennett for approval of items 7&8. Motion passed.**

No Discussion

Mood: 4.2 Chair (reads the by-laws as presented)

* Harding: Is this the same, or different from the past bylaws?
* Heizer: Different. Language that the chair will no longer oversee the staff or execute the business of the organization. Executing contracts is still present, but removed is the oversight of financials and ex officio of all committees.

**Motion:**

**A motion was made by Jennifer Harding and seconded by Ron Anderson to approve 4.2. Motion passed unanimously.**

Mood (reads provision):

**Motion:**

**A motion was made by Ron Anderson and seconded by Derrick Huggins to approve 4.3. Motion passed unanimously.**

4.4 Secretary-Treasurer

* Heizer report continues. 4.4 section for Secretary that is the first sentence and strike the word Treasurer. Then pick-up 3, and then 4.5 for Treasurer and pick-up the same 2 sentences. One board member requested the secretary be responsible for good, complete and accurate minutes and that can be added as well.
* Mood: Request motion that relates to the duties of the Secretary

**Motion:**

**A motion was made by Ron Anderson and seconded by Jennifer Harding to approve section 4.4 to include good and accurate minutes.**

* Morris: Very tedious responsibility to record minutes and needs to be clarified. Whomever is elected as officer must record minutes or will rely on staff?
* Mood: Staff will record minutes and prepare a draft for review.
* Schneider: Staff will prepare a recording and written minutes
* Morris: To piggyback; however, if staff needs help it is our responsibility to provide that assistance. May need to finance this.
* Anderson: Expect that Executive Director would come and say, “Staff can’t handle” and bring a solution for us to fund and address.
* Dickerson: Once minutes are recorded, prepared and reviewed, and the packet goes out we can review and send corrections or anything inaccurate, communicate to the Secretary before we get the final package.
* Mood: Call for vote

**Motion passed unanimously.**

* Heizer report continues. Section 4.5, similar motion (as read)

**Motion:**

**A motion was made by Ron Anderson and seconded by Jennifer Harding to approve the motion of section 4.5 (as read). Motion passed unanimously.**

* Harding: Let the record show we’ve had 4 unanimous votes and we are on a roll for the first time in history.

Mood: New section 4.6, in relation to officer vacancies. 1a has a distention if the vacancy is less than 1 year, where they’d be eligible for a full 2 year term. If more than 1 year of filling a vacancy, then the officer is ineligible for election to that office. If elected today, with less than a year they could fulfill the vacancy and then automatically fulfill a 2 year term. The variation is whether the new term is automatically or whether they must be re-elected. Then an additional option is that in any vacancy the board shall elect and interim officer for whatever period of time the board determines, such as 9 days, a full term, etc.

* Anderson: But the Interim could not fulfill any position longer than the one they are filling?
* Heizer: Correct. They would be eligible to serve their own full year term with separate elections.
* Morris: Is the less than 1 year arbitrary?
* Heizer: Yes. It could be 90 days, 18 months.
* Morris: less than a year is a long time. What about 180 days of six months.
* Heizer: It becomes more complicated, but that is a board option.
* Morris: Prefer a 6-month option
* Heizer: if wanting to make a motion to Amend 1a to reflect a 6 month term vs 1 year term.
* Bennett: Place that as a potion o the table to address to simplify.
* Anderson: Motion to pass 1a as written with exception of changing 1 year to 6 months

Discussion:

* Heizer: to have them go together, change the 2nd sentence to 18 months. Need to adjust the 2nd sentence to reflect the balance of the 18months.
* Mood: If happens prior to the 6-month mark, they’ll be eligible for re-election but will have to be re-elected.
* Schneider: Point of procedure. This language is based upon time of vacancy, not the time of the election.
* Mood: Anderson made original motion. Do you accept 18-month period as a friendly amendment?

**Motion:**

**A motion was made by Ron Anderson and seconded by Robert Morris to accept the friendly amendment. Motion passed unanimously.**

1. **ELECTION OF NEW OFFICERS**

Lill Mood stated that we need to move on to election of new officers. All 4 are up for election, and any person serving in past position is not eligible.

* + - Furgess: That’s the question I had. Didn’t we start off the discussion of pulling the secretary-treasurer out?
		- Heizer: Yes, they are now two separate positions with 4 officers.
		- Furgess: Did we make it available for any board member?
		- Anderson: We excluded Lexington County.
		- Bennett: If we are going to change it, let’s change it now.
		- Furgess: Motion that Secretary and Treasurer be available to any board member.
		- Bennett: Go back to motion so we don’t have 2 motions.
		- Heizer: Correct. Need to move to reconsider the motion of 1c. Has to be someone of the prevailing party.

**Motion:**

**A motion was made by Joyce Dickerson and seconded by Mac Bennett for vote to reconsider. Motion passed unanimously.**

* + - Heizer: The Matter is now back before the board. Amendment to 1c. Chair and Vice Chair of the board must be residents of Richland County. Secretary and Treasurer shall be any voting Director of the Board. 1c is 2 sentences before you.

**Motion:**

**A motion was made by Mac Bennett and seconded by Robert Morris that the Chair and Vice Chair shall be from residents of Richland County. Motion passed.**

* + - Heizer: Restated the motion.

Mood called for the vote

In favor: Bennett, Dickerson, Furgess, Harding, Mood, Morris, Smith, Gleaton

Opposed: Anderson

Motion passed

* + - Mood: Back to election of officers.
		- Morris: Nominates Joyce Dickerson for Chair
		- Mood: No other nominations

**Motion:**

**A motion was made by John Furgess and seconded by Carolyn Gleaton to have nominations come to a close and elect Joyce Dickerson as Chair. Motion passed unanimously**.

Mood: Nominations for Vice Chair

* + - Bennett: Nominates Ron Anderson for Vice Chair
		- Huggins: 2nd

**Motion:**

**A motion was made by John Furgess and seconded by Joyce Dickerson to have nominations come to a close and elect Ron Anderson for Vice Chair. Motion passed unanimously.**

Mood: Nominations for Secretary

* Dickerson: Nominates Jennifer Harding
* Harding: Declined
* Dickerson: Nominates Robert Morris
* Morris: Declined
* Furgess: Nominates Carolyn Gleaton
* Gleaton: Declined, as a fairly new officer
* Dickerson: Nominates John Furgess
* Furgess: Declined
* Huggins: Can we nominate Lill Mood?
* Mood: No, as consecutive terms are not allowed.
* Anderson: No, it is now a different office.
* Dickerson: Nominates Lill Mood

**Motion:**

**A motion was made by Carolyn Gleaton and seconded by Joyce Dickerson to have nominations come to a close and elect Lill Mood as Secretary. Motion passed unanimously.**

* Furgess: Nominate Mac Bennett for Treasurer
* Dickerson: 2nd

**Motion:**

**A motion was made by Joyce Dickerson and seconded by Carolyn Gleaton to have nominations come to a close and elect Mac Bennett as Treasurer. Motion passed unanimously.**

1. **APPROVAL OF FEBRUARY 24, 2016 MEETING MINUTES**

**Motion:**

**A motion was made by Mac Bennett and seconded by Robert Morris to approve the February 24, 2016 meeting minutes as presented. Motion passed unanimously.**

1. **MIDLANDS TRANSIT RIDERS ASSOCIATION UPDATE**

Marsha Johnson, President of the Midlands Transit Riders Association thanked Larry Livingston for helping with the detour routes for the St Patrick’s Day Parade. Ms. Johnson also stated that on the 19th, they will have a membership meeting and a meet and greet. Ms. Johnson, stated that there are still communication issues with the drivers and that we have to communicate the movement of the bus stops.

There are still issues with the VA campus and that we should stop somewhere between the cemetery and the cleaners.

Derrick Huggins suggested that Bob Schneider meet with the MTRA before the Board Meetings.

1. **COMMENTS FROM LOCAL RESIDENTS**
	* + Walter Durst stated that the 401 on last Saturday (changed due to parade) and did not follow the posted routes. He stated that we need to do better on getting the correct information out to riders.
		+ Patricia Creer stated that the monitor is not working properly at the transit center and would like to know what we are going to do to fix it and when it will be fixed.
		+ Will Anderson, Director of Planning with Richland County School District Two stated that the R2I2 will be opening at Village at Sandhills and he is pleased with the opportunity of partnering with the COMET to provide transportation options for their students, faculty and staff. (Letter to board attached)
		+ Bob Schneider stated that it will be on the agenda in May for a vote.
2. **EXECUTIVE DIRECTORS REPORT**

Executive Director Bob Schneider reviewed with the Board the following items:

* + - Bench and Shelter Update – Sam Scheib stated that there have been 2 placements, one at Greystone and Stoneridge and the other at Lucius Road.
		- Update on SCDOT Funding: Fleet Replacement and Operating Funds – not ready to expend until July 2017. We are asking for guarantee that money will be available before order.
		- Status of Bus Purchase – There is one small issue with the contract and it should be resolved this week.
		- Status of transit Center Site Selection Study – Central Midlands Council of Government is negotiating with a firm.
		- Legislative Update: State and Federal – A huge thanks to John Scott who is fighting hard for transit.
		- Procurement Update: DART Applicant Functional Assessments – ADA Functional Assessment, ABLE, SC won the contract.
		- Need for Special Called Board meeting for Budget Approval – April 27, 2016 11:30am
		- Board Member Orientation: Structure and Bylaws – April 27, 2016 12:00pm
		- Board Member Orientation: Service and Overview and Tour – June 22, 2016 12:00pm-2:00pm
1. **REPORT FROM SERVICE STANDARDS**
	* + Ridership Data – Sam Scheib reviewed ridership data with Board.
		+ Proposal/Action Requested – Forrest Drive Corridor (S. Scheib) - Sam Scheib reviewed with the Board the Forrest Drive Corridor proposal.
		+ Ron Anderson; what is the targeted implementation date.
		+ Bob Schneider; January 2017.

**Motion:**

**A motion was made by Ron Anderson and seconded by Jennifer Harding to realign the 15, 5, 701, 76, 77 and 75 to go to Public hearing and Budget Committee. Motion passed unanimously.**

* + - Action of Motions sent to Service Standards

**Motion:**

**A motion was made by Lill Mood and seconded by John Furgess to approve any route extension and adjustments brought to the board to show any and all service reductions associated with it. Motion passed unanimously.**

1. **REPORT FROM BUDGET COMMITTEE**
	* + Bob Schneider stated that the updated Budget will be going to the Budget Committee at the next meeting**.**
		+ Review of Financial Data – Deferred
2. **INFORMATIONAL ITEMS**

No discussion.

1. **OLD BUSINESS**

No old business to discuss.

1. **MOTIONS PERIOD/NEW BUSINESS**

**Motion:**

**A motion was made by Ron Anderson and seconded by John Furgess to appoint new members to committees. Motion passed unanimously.**

* + - Chairwoman Dickerson appointed the following members to committees:

Robert Morris – Finance Committee

Carolyn Gleaton – Service Standards

Andy Smith – Finance Committee

**Motion:**

**A motion was made by Ron Anderson and seconded by John Furgess to have staff address the issues at the VA. Motion passed unanimously.**

**Motion:**

**A motion was made by Ron Anderson and seconded by John Furgess to have the chair appoint Ron Anderson and Derrick Huggins along with Bob Schneider to meet with the City and City Center Partnership to discuss the bench and shelter issues. Motion passed unanimously.**

**Motion:**

**A motion was made by Ron Anderson and seconded by John Furgess to have a Special Call Board Meeting on April 27, 2016 to discuss Budget and Richland School District Two contract. Motion passed unanimously.**

**Motion:**

**A motion was made by John Furgess and seconded by Mac Bennett to hold 2 night Board of Director meetings a year.**

Discussion:

* + - Bob Schneider suggest that we hold two forums a year.
		- Joyce Dickerson suggest a Monday or Thursday
		- John Furgess stated one night meeting to see how it goes.

**Motion:**

**A motion was made by Mac Bennett and seconded by John Furgess to hold an evening meeting in September 2016 at a different location. Motion passed unanimously.**

1. L**EGAL/CONTRACTUAL/PERSONNEL**

**Motion:**

**A motion was made by Lill Mood and seconded by Jennifer Harding to enter into Executive Session to discuss a Legal Matter. Motion passed unanimously.**

**Motion:**

**A motion was made by Lill Mood and seconded by Mac Bennett to come out of Executive Session. Motion passed unanimously.**

**Motion:**

**A motion was made by Ron Anderson and seconded by Lill Mood to direct legal to respond to Freedom of Information Act request as discussed in Executive Session. Motion passed unanimously.**

1. **ADJOURN**

**Motion:**

**A motion was made by Lill Mood and seconded by John Furgess to adjourn the meeting. Motion passed unanimously.**

Chairwoman Joyce Dickerson adjourned the meeting at approximately 2:33pm.