



**MAX Transportation Authority Board Meeting Agenda
Monday, October 26, 2009
3:30 PM
Padnos Transportation Center/
MAX Administrative Offices Board Room
171 Lincoln Ave., Ste. 20
Holland, MI 49423**

- 1. Approval of the Board minutes: September 28, 2009 – Action**
- 2. Opportunity for Public Comment**
- 3. Survey Results – Info**
- 4. Marketing Committee:**
 - a) Update**
- 5. Executive Committee:**
 - a) Purchase of Dodge Grand Caravan – Action**
 - b) Ridership Report – September 2009– For Review Only**
 - c) Financial Report – September 2009– For Review Only**
 - d) Expenditure Report – September 2009 – For Review Only**
 - f) Local Advisory Council Meeting Minutes – October 2009 – For Review Only**
- 6. MAX Coordinator’s Report**
 - a) Suspension Policy**
- 7. Other Business**
- 8. Adjournment**
- 9. Closed session to consider legal opinion**

If you cannot attend the meeting, please contact Kathie VandenBand at (616) 928-2476.

Next meeting is November 23, 2009 at 3:30 pm at the Padnos Transportation Center MAX Administrative Office Board Room



**Macatawa Area Express Transportation
Authority Meeting Minutes
Monday, October 26, 2009**

The Macatawa Area Express Transportation Authority met at 3:30 pm at the Padnos Transportation Center Board Room.

Members Present: Chair Polly Diehl, Vice Chair Russ TeSlaa, Secretary/Treasurer, Bob VandeVusse, Board Members, Joe Baumann, Steve Bulthuis, Dave Fackler, Ex-Officio Al Dannenburg

Members Absent: Board Member Mike DeVries, Youth Representative on Board, Laurel Ackerman

Staff Present: Linda LeFebre, Sherri Betz, Tim Vagle, Jodi Syens, Gary Rahn, Kathie VandenBand

Others Present: Laurie VanArk and Marty Hill, Frost Research Center, Pete Peterson, Miller, Johnson, Snell & Cumiskey, P.L.C.

09.10.1 **Minutes Approved:**

A motion was made by VandeVusse and supported by Baumann to approve the September 28, 2009 Board meeting minutes as written.

Motion carried unanimously.

09.10.2 **Opportunity for Public Comment:**

There was no public comment

09.10.3 **Survey Results:**

VanArk from Frost Center for Social Science Research, Hope College presented the results of the 9/14/09 – 9/25/09 Demand/Response passenger surveys. A summary of the survey results can be found on MAX website at www.catchamax.org.

09.10.4 **Marketing Committee:**

09.10.4a **Update**

Included in the Board packet was the October 2009 Marketing Report Memo which gave updates on the 5th Annual Stuff the Bus, the MAX E-newsletter, the MAX Annual Report, website enhancements and a reminder of free rides on the fixed routes on Election Day, Tuesday, November 3, 2009.

09.10.4b **Memo Correction**

The first E-newsletter was issued October 9, 2009 correcting the date of Nov. 9 in the memo.

09.10.5
09.10.5a

Executive Committee:

Purchase of Dodge Grand Caravan

A motion was made by Baumann and supported by TeSlaa to purchase a 2010 Dodge Grand Caravan using MIDeal from Bill Snethkamp-Fleet in the amount of \$19,289 with 80% (\$15,431) Federal grant funds and a local share of 20% (\$3,853).

Motion carried unanimously.

09.10.5b

Ridership Report – September, 2009

There was no discussion

09.10.5c

Financial Report – September, 2009

There was no discussion

09.10.5d

Expenditure Report – September, 2009

There was no discussion

09.10.6
09.10.6a

MAX Coordinator's Report:

Suspension Policy

A suspension policy, drafted by MAX staff was included in the Board packet for review.

A motion was made by Baumann and supported Fackler to adopt the policy as written.

Motion carried unanimously.

09.10.7

Other Business:

There was no other business to report.

09.10.8

Adjournment:

A motion was made by VandeVusse and supported by Baumann to enter into a closed session for the purpose of discussing a legal opinion.

A Roll call vote was taken:

| | |
|------------|-----|
| Diehl | yes |
| TeSlaa | yes |
| VandeVusse | yes |
| Baumann | yes |
| Bulthuis | yes |
| Fackler | yes |

A motion was made by VandeVusse and supported by Fackler to adjourn the closed session and return to the Board meeting.

Motion carried unanimously.

A motion was made by VandeVusse and supported by Baumann to adjourn the Board meeting.

Motion carried unanimously.