



MAX Transportation Authority Board Meeting Agenda

Monday, July 26, 2010

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: June 28, 2010 – Action**
- 2. Opportunity for Public Comment**
- 3. Marketing Committee:**
 - a) Award of Bid for Market Research – Action (Handout)**
- 4. Executive Committee:**
 - a) Purchase of Financial Software – Action**
 - b) Ridership Report – June, 2010– For Review Only**
 - c) Financial Report – June, 2010 – For Review Only**
 - d) Expenditure Reports – May, 2010 – For Review Only**
- 5. MAX Director’s Report:**
- 6. Other Business**
- 7. Adjournment**

If you cannot attend the meeting, please contact Lovina Shepler at (616) 928-2489.

Next meeting is Monday, August 23, 2010 at 3:30 pm at the Padnos Transportation Center MAX Administrative Office Board Room.



**Macatawa Area Express Transportation
Authority Meeting Minutes
Monday, July 26, 2010**

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

Members Present: Board Members, Joe Baumann, Steve Bulthuis, Dave Fackler, Mike Trethewey, Ex-Officio Al Dannenburg, Youth Representative on Board, Laurel Ackerman

Members Absent: Chair Polly Diehl, Vice Chair Russ TeSlaa, Mike DeVries

Staff Present: Linda LeFebre, Sherri Betz, Jodi Syens, Lovina Shepler, Katie Driesenga, Tim Vagle

Others Present: Alfonso Mercado, MAX passenger, Myron Kukla, the Grand Rapids Press, Kathryn Gray, Disability Network/Lakeshore

10.07.1 **Minutes Approved:**
A motion was made by Bulthuis and supported by Fackler to approve the June 28, 2010 Board meeting minutes as written.

Motion carried unanimously.

10.07.2 **Opportunity for Public Comment:**
Mercado commented about calling into the office regarding the 9th and River bus stop sign being upside down and how it was fixed. LeFebre thanked him for his report.

Gray informed the Board of the 20th anniversary of the Americans with Disabilities Act. She presented the Board with a Disability Network bag in appreciation of their continued support and in celebration of the anniversary.

10.07.3 **Marketing Committee:**
10.07.3a **Award of Bid for Market Research**
The Marketing Committee reviewed and ranked two proposals received in response to an RFP released June 21, 2010 for Marketing Research Surveys.

A motion was made by Fackler and supported by Trethewey to award a three-year contract for \$23,500 to MP2 Planning to conduct market research services for MAX.

Motion carried unanimously.

10.07.4

Executive Committee:

10.07.4a

Purchase of Financial Software

A motion was made by Bulthuis and supported by Trethewey to approve and authorized signature of agreement with New World Systems to purchase software licenses and to authorize signature of an agreement with the City that addresses use of the file server and other issues related to the long-term use of the software.

Motion carried unanimously.

10.07.4b

Ridership Report – June, 2010

There was no discussion

10.07.4c

Financial Report – June, 2010

There was no discussion

10.07.4d

Expenditure Reports – June, 2010

There was no discussion

10.07.5

MAX Director’s Report:

LeFebre informed the Board of an upcoming accessibility audit of the Padnos Transportation Center per a request made to the City Manager by Amtrak.

LeFebre reported that the FTA triennial audit was conducted July 13-July 15, 2010 with favorable results.

LeFebre reported that Veldhoff will be meeting with the Board Committee to draft a report on the new operations facility.

10.07.6

Other Business:

There was no discussion.

10.07.7

Adjournment:

A motion was made by Bulthuis and supported by Fackler to adjourn the meeting.

Motion carried unanimously.