

**SKAGIT TRANSIT
CITIZENS' ADVISORY COMMITTEE
MEETING MINUTES**

Thursday, October 8, 2015 5:00 p.m.
Skagit Station Conference Room
Mount Vernon, WA

The meeting was called to order at 5:00 p.m.

Committee Members

Joy Kane
Valerie Rose
Dick Phillips
Craig Edens
Louise Edens
Noelle Eschete
Doris Brevoort
Oliver Berentson

Skagit Transit

Carolyn Chase

Members of the Public

Joe Kunzler

I. Public Comment:

Oliver Berentson reported black smoke coming out the 207 bus and asked if anything was wrong with the fuel.

II. Approval of minutes:

Meeting minutes from September were approved unanimously.

III. CAC Meeting Schedule and Structure

The group discussed meeting on the second Tuesday of the month at 5:05 PM at Skagit Station. If this new meeting schedule works for Lynne Jordan, it will become effective in November.

The committee discussed how to re-introduce themselves to the Board of Directors at an upcoming meeting. The CAC also discussed how they could provide more meaningful input on Skagit Transit's services, programs, plans, and policies. One idea was to have an agenda dedicated to a topic near and dear to a CAC member's heart. After hearing about the issue, the CAC as a whole could decide if there was an issue or issues identified in the discussion that should be brought to the Board's attention. Additionally, the group discussed having staff bring some of the programs, policies, and plans to the CAC prior to them going to the Board for approval.

The group tentatively decided to target the October Board meeting as an opportunity to speak to the Board. The idea was to present a one-page document introducing the various members and specifying that the group wants to meet the mandates of its Bylaws and provide meaningful advice to the Board. It was decided that Carolyn would assemble simple, two-sentence biographies provided by the members into such a document.

The CAC also decided to drop Roberts Rules of Order unless needed for meeting minute approval. There was agreement that Robert's Rules were not needed to manage discussion and that a more casual, consensus-based discussion was appropriate for the CAC.

IV. Flex Route to Fixed Route Transition

Carolyn Chase discussed the project of moving all of Skagit Transit's flex routes to fixed routes by the end of the year. The first of five flex routes is transitioning on November 2nd. Carolyn provided some details on the change.

V. Adjournment

The meeting was adjourned at 5:59 PM.

Joy Kane, Chair
Skagit Transit Citizens' Advisory Committee

Attest:

Carolyn Chase
Service Development Planner