

**METRO RTA  
PLANNING / MARKETING / RAIL  
COMMITTEE MEETING AGENDA  
ROBERT K. PFAFF TRANSIT CENTER BOARD ROOM  
WEDNESDAY, AUGUST 17, 2022  
9:30 AM**

**ITEM 1: CALL TO ORDER**

**ITEM 2: APPROVAL OF MINUTES FROM JULY MEETING**

**ITEM 3: SUB-COMMITTEE REPORTS**

**Planning Report | Tatia Harris**

- KPIs (Page 3)
- Performance Report (Pages 5-8)
- Triennial Review Update – Matthew Mullen Recognition
- Discretionary Grant Report

**Marketing Report | Molly Becker**

- KPIs (Page 4)
- Come Drive with (B)us hiring event report
- Akron Urban League award
- Upcoming Community Events

**Rail Report | Tatia Harris**

- No Report

**ITEM 4: RESOLUTIONS FOR CONSIDERATION**

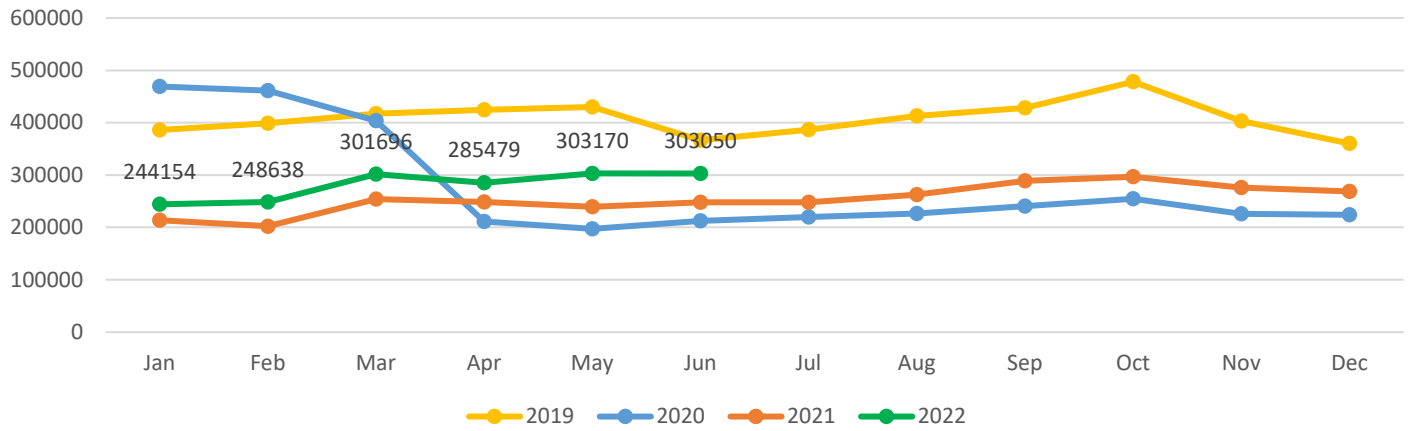
- None

**ITEM 5: OTHER BUSINESS**

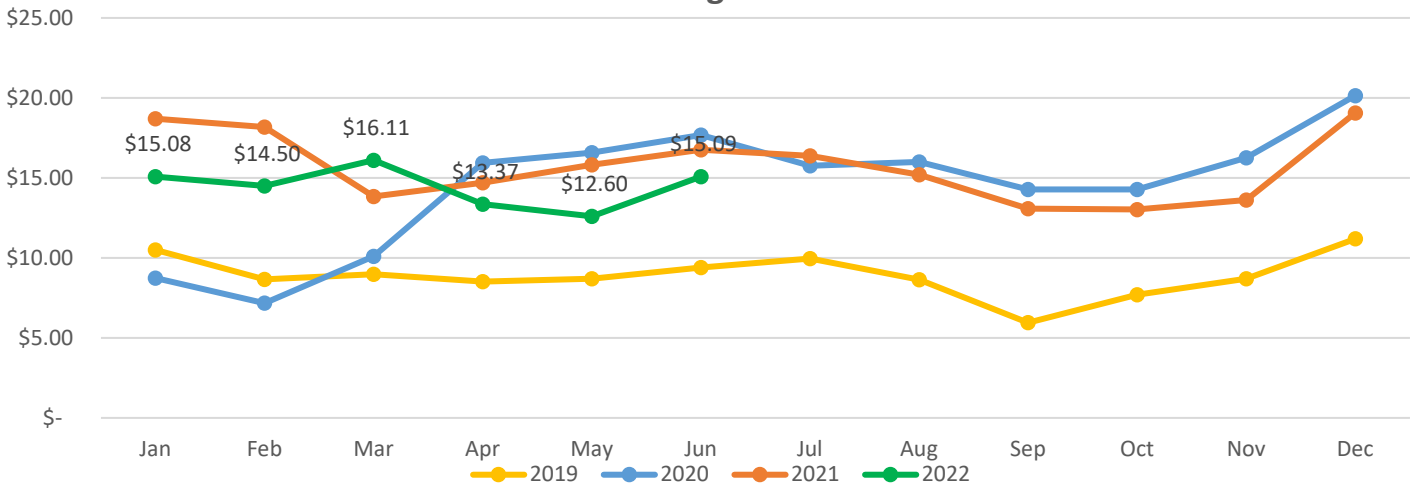
**ITEM 6: CALL FOR ADJOURNMENT**

Planning / Marketing / Rail – Key Performance Indicators

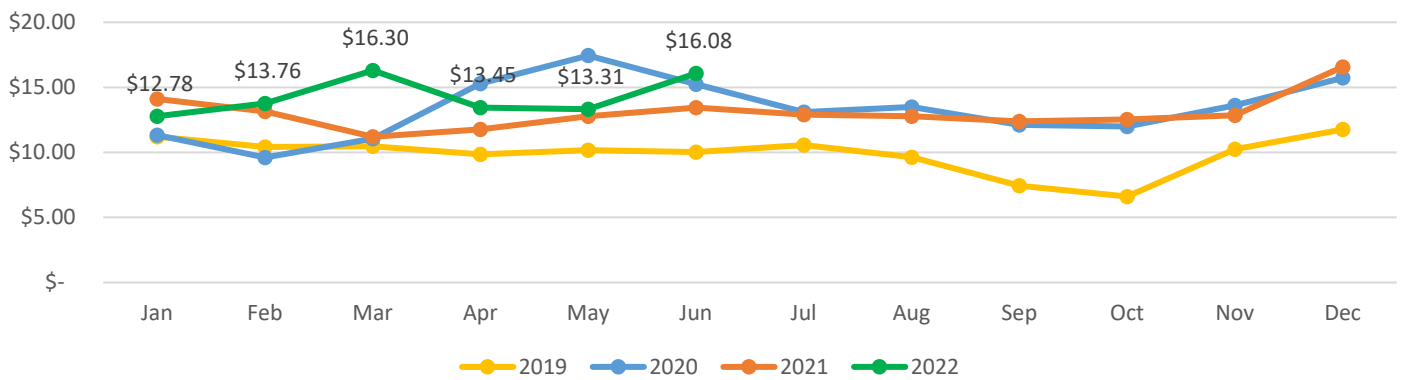
**Total Ridership (Combined Demand Response and Fixed-Route)**



**Cost Per Passenger - Fixed-Route**



**Cost Per Revenue Mile - Fixed-Route**





**June 2022  
Performance Reports  
Combined Service**

**Current Month**

**Year to Date**

Jun 2022    Jun 2021    Percentage  
   Changed

2022        2021        Percentage  
   Changed

**Service Day Data**

Jun 2022	Jun 2021	Percentage Changed		2022	2021	Percentage Changed
22	22	0.00%	Weekdays Operated	129	127	1.57%
4	4	0.00%	Saturdays Operated	26	26	0.00%
4	4	0.00%	Sundays Operated	26	26	0.00%

**Passenger Data**

Jun 2022	Jun 2021	Percentage Changed		2022	2021	Percentage Changed
303,050	247,900	22.25%	Total Passengers	1,686,187	1,405,912	19.94%
11,433	9,614	18.92%	Average Weekday Passengers	11,148	9,309	19.75%
7,613	5,287	44.00%	Average Saturday Passengers	5,882	5,138	14.48%
4,295	2,835	51.48%	Average Sunday Passengers	3,257	2,586	25.96%

**Service Level Data**

Jun 2022	Jun 2021	Percentage Changed		2022	2021	Percentage Changed
465,450	488,976	-4.81%	Total Vehicle Miles	2,742,205	2,795,565	-1.91%
397,778	416,282	-4.45%	Total Vehicle Revenue Miles	2,333,500	2,366,798	-1.41%
0.76	0.60	27.93%	Average Passengers per Vehicle Revenue Mile	0.72	0.59	21.65%
34,860	36,439	-4.33%	Total Vehicle Hours	208,581	212,209	-1.71%
30,014	31,886	-5.87%	Total Vehicle Revenue Hours	179,274	183,458	-2.28%
10.1	7.8	29.87%	Average Passengers per Vehicle Revenue Hour	9.4	7.7	22.73%

**Financial Data**

Jun 2022	Jun 2021	Percentage Changed		2022	2021	Percentage Changed
\$57,816	\$79,813	-27.56%	Cash Fares	\$465,593	\$498,741	-6.65%
\$96,532	\$76,747	25.78%	Ticket and Pass Revenue	\$491,389	\$358,933	36.90%
\$146,749	\$115,019	27.59%	Other Fare Related Revenue	\$758,287	\$656,187	15.56%
6.3%	5.9%	6.70%	Percentage Total Farebox Recovery	6.6%	6.0%	9.76%
\$12.06	\$11.09	8.74%	Average Cost per Vehicle Revenue Mile	\$11.22	\$10.72	4.70%
\$159.79	\$144.76	10.38%	Average Cost per Vehicle Revenue Hour	\$146.07	\$138.28	5.64%
\$15.83	\$18.62	-15.01%	Average Cost per Passenger	\$15.53	\$18.04	-13.93%

**Safety Data**

Jun 2022	Jun 2021	Percentage Changed		2022	2021	Percentage Changed
4	0	100.00%	Preventable Accidents	20	13	53.85%
6	8	-25.00%	Nonpreventable Accidents	36	31	16.13%
10	8	25.00%	Total Accidents	56	44	27.27%

\* Ridership data for line service is reported using Automatic Passenger Count Data.

**June 2022**  
**Performance Reports**  
**Demand Response**

**Current Month**

**Year to Date**

June 2022    Jun 2021    Percentage  
 Changed

2022    2021    Percentage  
 Changed

**Service Day Data**

June 2022	Jun 2021	Percentage Changed		2022	2021	Percentage Changed
22	22	0.00%	Weekdays Operated	129	127	1.57%
4	4	0.00%	Saturdays Operated	26	26	0.00%
4	4	0.00%	Sundays Operated	26	26	0.00%

**Passenger Data**

June 2022	Jun 2021	Percentage Changed		2022	2021	Percentage Changed
16,172	15,622	3.52%	Total Passengers	90,339	84,122	7.39%
539	521	3.52%	Average Passengers per Day	499	470	6.20%
66.0	50.8	30.05%	Average Saturday ADA Passengers	51.3	47.9	6.98%
40.0	17.0	135.29%	Average Sunday ADA Passengers	27.4	12.1	126.75%
46.1	33.8	36.62%	Average Total ADA Passengers	40.1	30.6	31.00%
4,793	4,140	15.77%	Total Purchased Transportation Pass.	28,215	22,541	25.17%

**Service Level Data**

June 2022	Jun 2021	Percentage Changed		2022	2021	Percentage Changed
100,906	105,348	-4.22%	Total METRO Vehicle Miles	556,962	585,303	-4.84%
48,280	44,881	7.57%	Total Purchased Trans. Vehicle Miles	288,123	239,438	20.33%
149,186	150,229	-0.69%	Total Vehicle Miles	845,085	824,741	2.47%
128,588	126,550	1.61%	Total Revenue Miles	720,904	681,620	5.76%
0.13	0.12	1.88%	Average Pass. per Revenue Vehicle Mile	0.13	0.12	1.54%
10,673	11,786	-9.44%	Total Vehicle Hours	64,190	65,782	-2.42%
8,938	9,458	-5.50%	Total Vehicle Revenue Hours	51,762	50,800	1.89%
1.8	1.7	9.54%	Average Pass. per Vehicle Revenue Hour	1.7	1.7	5.39%
91%	93%	-2.15%	On-time Performance - METRO	92%	94%	-2.30%
92%	92%	0.00%	On-time Performance - Purchased Transportation	93%	94%	-0.89%

**Financial Data**

June 2022	Jun 2021	Percentage Changed		2022	2021	Percentage Changed
\$33,036	\$31,751	4.05%	Cash Fares	\$184,312	\$167,552	10.00%
\$1,406	\$3,734	-62.34%	Ticket and Pass Revenue	\$8,419	\$14,377	-41.44%
\$82,955	\$71,109	16.66%	Other Fare Related Revenue	\$475,031	\$377,911	25.70%
25.1%	14.8%	70.28%	Percentage Total Farebox Recovery	21.3%	14.2%	50.17%
\$3.88	\$6.92	-43.95%	Average Cost per Vehicle Revenue Mile - METRO	\$5.04	\$7.01	-28.14%
\$3.14	\$2.99	4.94%	Average Cost per Vehicle Revenue Mile - Purchased Transportation	\$3.07	\$2.96	3.86%
\$54.02	\$86.35	-37.44%	Average Cost per Vehicle Revenue Hour - METRO	\$67.55	\$88.76	-23.90%
\$48.31	\$47.68	1.32%	Average Cost per Vehicle Revenue Hour - Purchased Transportation	\$46.12	\$46.11	0.02%
\$29.26	\$52.71	-44.49%	Average Cost per Passenger - METRO	\$37.79	\$54.09	-30.15%
\$27.96	\$28.21	-0.87%	Average Cost per Passenger - Purchased Transportation	\$27.80	\$27.14	2.44%
4.4	5.3	-18.54%	Average Small Bus Age	4.0	5.3	-24.84%

**Safety Data**

June 2022	Jun 2021	Percentage Changed		2022	2021	Percentage Changed
2	0	100.00%	Preventable Accidents	3	2	50.00%
2	3	-33.33%	Nonpreventable Accidents	8	8	0.00%
4	3	33.33%	Total Accidents	11	10	10.00%

**June 2022**  
**Performance Reports**  
**Fixed Route**

Current Month			Year to Date			
June 2022	Jun 2021	Percentage Changed		2022	2021	Percentage Changed
<b>Service Day Data</b>						
22	22	0.00%	Weekdays Operated	129	127	1.57%
4	4	0.00%	Saturdays Operated	26	26	0.00%
4	4	0.00%	Sundays Operated	26	26	0.00%
<b>Passenger Data</b>						
286,878	232,278	23.51%	Total Passengers	1,595,848	1,321,790	20.73%
10,894	9,094	19.80%	Average Weekday Passengers	10,649	8,839	20.48%
7,547	5,236	44.14%	Average Saturday Passengers	5,830	5,090	14.55%
4,255	2,818	50.97%	Average Sunday Passengers	3,230	2,574	25.49%
<b>Service Level Data</b>						
316,264	338,747	-6.64%	Total Vehicle Miles	1,897,120	1,970,824	-3.74%
269,190	289,732	-7.09%	Total Vehicle Revenue Miles	1,612,596	1,685,178	-4.31%
268,098	288,663	-7.12%	Total Scheduled Vehicle Revenue Miles	1,612,774	1,678,474	-3.91%
1.1	0.8	32.93%	Average Passenger per Revenue Vehicle Mile	1.0	0.8	26.17%
24,187	24,653	-1.89%	Total Vehicle Hours	144,391	146,427	-1.39%
21,076	22,428	-6.03%	Total Vehicle Revenue Hours	127,512	132,658	-3.88%
21,011	22,326	-5.89%	Total Scheduled Vehicle Revenue Hours	127,586	132,156	-3.46%
13.6	10.4	31.43%	Average Passenger per Vehicle Revenue Hour	12.5	10.0	25.61%
78%	80%	-3.11%	On-time Performance	78%	81%	-3.94%
<b>Financial Data</b>						
\$24,780	\$48,062	-48.44%	Cash Fares	\$281,281	\$331,189	-15.07%
\$95,126	\$73,013	30.29%	Ticket and Pass Revenue	\$482,970	\$344,557	40.17%
\$63,794	\$43,910	45.28%	Other Fare Related Revenue	\$283,255	\$278,276	1.79%
4.2%	4.2%	0.15%	Percentage Total FareBox Recovery	4.5%	4.5%	2.03%
\$16.08	\$13.44	19.66%	Average Cost per Vehicle Revenue Mile	\$14.30	\$12.71	12.45%
\$205.40	\$173.61	18.31%	Average Cost per Vehicle Revenue Hour	\$180.81	\$161.51	11.95%
\$15.09	\$16.76	-9.98%	Average Cost per Passenger	\$14.45	\$16.21	-10.87%
8.3	7.4	11.46%	Average Big Bus Age	8.0	7.4	7.37%
<b>Safety Data</b>						
2	0	100.00%	Preventable Accidents	17	11	54.55%
4	5	-20.00%	Nonpreventable Accidents	28	23	21.74%
6	5	20.00%	Total Accidents	45	34	32.35%

\* Ridership data for Fixed Route is reported using Automatic Passenger Count Data.

**2022 MONTHLY RIDERSHIP BY ROUTE**

Route#	Description	JAN	FEB	MAR	APR	MAY	JUNE	% Change	Jun-21	JULY	AUG	SEP	OCT	NOV	DEC
1	West Market	27,840	28,371	32,705	33,362	31,226	35,888	8.2%	33,181						
2	Arlington	26,686	26,310	30,696	30,537	28,376	33,035	16.8%	28,292						
3	Copley Rd/Hawkins	13,455	14,263	17,818	16,914	13,800	18,131	27.4%	14,229						
4	Delia/N Hawkins	5,310	5,032	6,581	6,087	4,872	5,346	26.0%	4,242						
5	East Market/Ellet	4,406	4,490	5,568	5,199	3,851	5,359	18.3%	4,529						
6	East Market/Lakemore	14,119	14,800	18,280	17,229	14,512	18,764	31.7%	14,252						
7	Cuyahoga Falls Ave	6,970	6,938	8,658	8,866	7,346	10,034	32.0%	7,604						
8	Kenmore/Barberton	12,359	12,885	15,724	15,262	12,588	16,509	20.8%	13,668						
9	Wooster/East Ave	7,454	7,594	9,299	8,424	8,094	8,495	5.3%	8,064						
10	Howard/Portage Trail	13,252	13,526	16,617	16,615	13,194	18,613	25.7%	14,803						
11	South Akron	1,333	1,451	1,856	1,576	1,238	1,594	3.5%	1,540						
12	Tallmadge Hill	6,155	6,273	7,576	6,898	5,755	6,897	17.0%	5,894						
13	Grant/Firestone Park	8,813	9,622	11,260	10,179	7,836	11,705	37.1%	8,538						
14	Euclid/Barberton XP	15,383	15,656	19,720	18,822	15,170	20,652	23.6%	16,709						
17	Brown/Inman	6,364	6,612	8,006	7,346	6,805	7,818	15.3%	6,781						
18	Thornton/Manchester	7,673	8,077	9,561	8,860	7,507	9,699	25.5%	7,726						
19	Eastland	8,140	7,755	9,380	8,851	7,926	9,579	15.6%	8,285						
21	South Main	1,346	1,481	1,931	1,482	1,609	1,623	-10.3%	1,809						
24	Lakeshore	2,250	2,298	2,826	2,475	2,210	2,363	1.5%	2,327						
26	W Exchange/White Pond	2,602	2,699	3,741	3,592	2,836	4,059	42.4%	2,851						
28	Merriman Valley	3,230	3,250	4,395	3,416	2,285	2,298	8.1%	2,126						
30	Goodyear/Darrow	4,543	4,376	5,503	5,289	4,635	5,695	20.4%	4,731						
33	State Rd/Wyoga Lake	2,433	2,535	3,182	2,648	2,514	3,097	20.2%	2,576						
34	Cascade Village/Uhler	5,685	5,895	7,111	6,555	6,625	6,456	-3.3%	6,676						
54	DASH Circulator	5,262	5,106	5,426	5,550	1,685	528	65.0%	320						
61	NCX Montrose/Cleveland	1,314	1,417	1,830	1,494	1,101	545	-61.9%	1,429						
101	Richfield/Bath	473	444	598	485	678	545	-16.5%	653						
102	Northfield Express	1,371	1,397	1,952	1,711	1,363	1,909	17.8%	1,620						
103	Stow/Hudson	1,589	1,628	1,908	2,063	1,344	1,644	7.9%	1,524						
104	Twinsburg Creekside	1,165	1,080	1,411	1,290	1,135	1,322	-3.6%	1,372						
110	Green/Springfield	1,599	1,570	1,788	1,874	1,396	1,903	24.3%	1,531						
600	Zone	357	342	379	354	426	403	-9.8%	447						
<b>TOTAL:</b>		<b>220,931</b>	<b>225,173</b>	<b>273,286</b>	<b>261,305</b>	<b>221,938</b>	<b>272,508</b>		<b>230,329</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>

\* Ridership data for line service is reported using Automatic Passenger Count Data.

**2021 MONTHLY RIDERSHIP BY ROUTE**

Route#	Description	JAN	FEB	MAR	APR	MAY	JUNE	JULY	AUG	SEP	OCT	NOV	DEC
1	West Market	26,305	23,842	31,170	31,707	31,226	33,181	33,222	33,912	34,107	34,316	32,216	32,540
2	Arlington	26,058	23,480	29,608	29,071	28,376	28,292	28,513	28,304	30,019	31,731	29,824	30,222
3	Copley Rd/Hawkins	12,871	11,710	14,843	13,812	13,800	14,229	14,667	14,820	15,893	16,573	15,012	14,591
4	Delia/N Hawkins	3,680	3,463	4,539	4,553	4,872	4,242	4,138	4,451	6,287	6,626	5,935	5,492
5	East Market/Eillet	4,142	4,019	4,921	3,683	3,851	4,529	4,587	5,051	5,597	5,517	5,120	5,069
6	East Market/Lakemore	11,272	10,727	13,802	14,186	14,512	14,252	14,073	14,931	17,172	17,705	16,023	14,899
7	Cuyahoga Falls Ave	6,665	5,816	7,784	7,451	7,346	7,604	7,608	7,920	8,297	8,612	8,410	8,880
8	Kenmore/Barberton	12,337	11,179	13,980	13,908	12,588	13,668	14,277	14,381	15,234	14,824	13,380	12,997
9	Wooster/East Ave	5,664	5,584	7,761	7,882	8,094	8,064	7,732	8,492	9,386	9,255	8,471	8,255
10	Howard/Portage Trail	12,214	11,610	14,443	13,528	13,194	14,803	15,139	15,268	15,703	15,831	14,494	14,636
11	South Akron	943	1,215	1,545	1,417	1,238	1,540	1,617	1,594	1,571	1,640	1,554	1,527
12	Tallmadge Hill	4,732	4,321	5,852	5,864	5,755	5,894	6,064	6,437	7,211	7,420	6,971	6,617
13	Grant/Firestone Park	6,882	6,894	8,554	8,335	7,836	8,538	8,963	9,653	9,949	10,047	9,436	9,338
14	Euclid/Barberton XP	14,603	13,408	16,981	15,923	15,170	16,709	17,282	18,612	18,713	18,644	17,382	16,943
17	Brown/Inman	5,764	5,643	6,918	6,947	6,805	6,781	6,754	7,016	7,549	7,702	6,950	6,475
18	Thornton/Manchester	6,444	6,084	7,829	7,753	7,507	7,726	7,913	8,139	8,867	8,858	8,139	7,810
19	Eastland	7,107	6,960	7,941	7,723	7,926	8,285	8,119	8,441	9,324	9,557	9,107	8,822
21	South Main	1,261	1,116	1,522	1,486	1,609	1,809	1,706	1,864	1,993	1,826	1,634	1,700
24	Lakeshore	2,069	2,009	2,411	2,290	2,210	2,327	2,431	2,355	2,519	2,509	2,472	2,399
26	W Exchange/White Pond	2,393	2,136	2,944	2,917	2,836	2,851	2,965	3,088	3,305	3,416	3,165	3,028
28	Merriman Valley	1,748	1,670	2,324	2,308	2,285	2,126	2,015	2,036	3,378	3,507	3,416	3,056
30	Goodyear/Darrow	4,022	3,833	4,895	4,299	4,635	4,731	4,637	5,167	6,038	5,889	5,617	5,045
33	State Rd/Wyoga Lake	2,849	2,463	2,850	2,763	2,514	2,576	2,506	2,520	2,260	2,362	2,563	2,323
34	Cascade Village/Uhler	5,209	4,344	5,665	6,492	6,625	6,676	6,711	6,480	7,226	7,221	6,590	6,110
50	Montrose Circulator	0	0	0	0	0	0	0	0	0	0	0	0
51	Stow Circulator	0	0	0	0	0	0	0	0	0	0	0	0
53	Portage/Graham	0	0	0	0	0	0	0	0	0	0	0	0
54	DASH Circulator	626	1,397	1,807	1,801	1,685	320	0	1,792	6,203	6,605	6,300	4,580
59	Chapel Hill Circulator	0	0	0	0	0	0	0	0	0	0	0	0
60	NCX Chapel Hill/Cleveland	0	0	0	0	0	0	0	0	0	0	0	0
61	NCX Montrose/Cleveland	870	944	1,095	1,239	1,101	1,429	1,607	1,435	1,406	1,375	1,572	1,589
101	Richfield/Bath	533	550	669	717	678	653	642	721	674	569	625	528
102	Northfield Express	1,346	1,267	1,631	1,567	1,363	1,620	1,650	1,997	1,739	1,822	1,745	1,724
103	Stow/Hudson	1,482	1,349	1,433	1,349	1,344	1,524	1,546	1,715	1,819	1,939	2,428	2,146
104	Twinsburg Creekside	1,244	1,311	1,306	1,244	1,135	1,372	1,240	1,217	1,273	1,240	1,326	1,225
110	Green/Springfield	977	1,151	1,417	1,504	1,396	1,531	1,584	1,555	1,434	1,609	1,527	1,608
600	ZONE	222	528	487	475	426	447	392	468	514	522	535	468
<b>TOTAL:</b>		<b>194,534</b>	<b>182,023</b>	<b>230,927</b>	<b>226,194</b>	<b>221,938</b>	<b>230,329</b>	<b>232,300</b>	<b>241,832</b>	<b>262,660</b>	<b>267,269</b>	<b>249,939</b>	<b>242,642</b>

\* Ridership data for line service is now reported using Automatic Passenger Count Data.



**METRO RTA  
PLANNING / MARKETING / RAIL  
COMMITTEE MEETING MINUTES  
ROBERT K. PFAFF TRANSIT CENTER BOARD ROOM  
WEDNESDAY, JULY 20, 2022  
9:30 AM**

**Committee**

**Members Present:** Donald Christian, David Prentice, Gary Spring

**Trustees Present:** John Valle, Robert Konstand, Vince Rubino, Charles Rector

**METRO Team**

**Members Present:** Dawn Distler, Molly Becker, Jay Hunter, Angela Neeley, Jarrod Hampshire, Eric Scott, DeHavilland McCall, Valerie Shea, Tatia Harris

**CALL TO ORDER**

Mr. Donald Christian called the meeting to order at 9:30 am

**APPROVAL OF MINUTES FROM JUNE MEETING**

Mr. Gary Spring made a motion to approve minutes from the June 22, 2022 meeting. The minutes were unanimously approved.

**SUB-COMMITTEE REPORTS**

**Marketing Report | Molly Becker**

Reviewed KPIs. It was reported that website visits were up, but social media was down due to less posts compared to the previous month. It was reported that ridership was increasing by 20%-30% largely due to the free fare weekend, and that rather than opt to travel on the weekend instead of the week to take advantage of the free fare, passengers were taking additional trips on the weekends, leading to an overall higher ridership. METRO's video, flyer, and bus wraps related to the August hiring event were presented. A question was asked about what securing a mobility device was. It was reported that mobility devices included devices like wheelchairs, and that securing them is an important part of an operator's job. A question was asked about 12 year job history and professional references on the flyer and whether that might discourage people from coming to the hiring event. A question was asked about professional references discouraging people, including kids out of high school. It was reported that professional references are taught in high school, and that the references were not a requirement to be allowed to come to the event. A question was asked whether METRO had a problem getting people to apply or getting qualified applicants. It was reported that the

hiring deficit was related to applicants overall, and was affecting transit systems and businesses all over the country, and METRO was hoping to explore pilot services related to improving operator retention.

### **Rail Report | Valerie Shea**

It was reported that METRO's rail property was reviewed by the FTA as part of the triennial review, and continuing conversations with the FTA to progress towards a decision on the rail land. A question was asked whether the FTA has the authority to order METRO to sell the land. It was reported that they did as the original agreement included federal funds. A question was asked whether the profits from selling the rail land would go to the federal government. It was reported that where the profits would go would be determined by various factors, including who the land was sold to and the circumstances of the sale. A question was asked about SARTA and the feasibility of a rail connection in partnership with them. It was reported that conversations were ongoing. A question was asked whether a portion of the rail could be transferred to SARTA, and it was reported that that was a possibility. A statement from the audience by Bill Sepe that Hudson and others were interested in a trail for that rail arose. A question was asked by Mr. Bill Sepe about whether the FTA was aware of the interest in a trail, and it was reported that the FTA was aware of the interest in a trail.

### **Planning Report | Valerie Shea**

Reviewed KPIs and Performance Report. It was reiterated that ridership was up as reflected in the marketing report.

### **Resolutions**

Resolutions were discussed.

#### Resolution 2022-13

Mr. Mark Derrig made a motion to recommend the resolution to the full board. All present voted yes.

#### Resolution 2022-14

A question was asked about whether reimagined metro triggers a larger public hearing. A question was asked whether the Title VI report was prepared internally, it was reported that it was prepared internally.

Mr. John Valle made a motion to recommend the resolution to the full board. All present voted yes.

#### Resolution 2022-15

Mr. John Valle made a motion to recommend the resolution to the full board. All present voted yes.

Resolution 2022-16

Mr. Gary Spring made a motion to recommend the resolution to the full board. All present voted yes.

Resolution 2022-17

Mr. Gary Spring made a motion to recommend the resolution to the full board. All present voted yes.

**OTHER BUSINESS**

It was reported that the annual report was forthcoming and that it would be presented to the board soon. It was reported that Renee Greene asked to be excused from the meeting. Mr. Nicholas Miller and Mr. Jim Meduri were introduced to the board.

**CALL FOR ADJOURNMENT**

Adjourned at 10:09 am

---

**DAWN S. DISTLER,  
CHIEF EXECUTIVE OFFICER/  
SECRETARY-TREASURER**