

Oxford - University Transit Meeting 2/11/09

Members Present: Jack Howard, Donna Gurley, Carol Haney, Rebecca Bertrand, George Price

Others present: Tim Akers, Tim Lett, Megan Taylor, Matt Davis, Ron Biggs

The meeting was called to order by Chairman Jack Howard.

The meeting agenda was approved.

The minutes for the January 14th meeting were approved.

January Report from General Manager

Prior to the report, Rebecca Bertrand introduced an intern from the Public Relations department of the University of Mississippi. She will be helping to coordinate press releases and help with future marketing plans.

Ron Biggs delivered the ridership report for January. He noted the substantial increase since January, as well as the continued increase since the system's beginning. Both routes have increased ridership, with the most popular route being the blue route to Wal-mart. Mr. Biggs announced that the transit brochures were translated into Spanish and will be distributed in appropriate locations.

Jack Howard took the opportunity to publicly thank Melanie Addington for the role she played in promoting O.U.T. during the Oxford Film Festival.

Next year, she plans incorporate the system for transport of guests and attendees.

Tim Akers briefly discussed the January budget. Tim Lett noted that the numbers appear lower due to the timing of payroll approval, which will be reflected on February's budget.

Discuss Management Transition

Tim Akers explained that Tim Lett will be stepping back and working with O.U.T. from long distance. Mr. Lett worked as the client and onsite operations manager, and now Ron Biggs will be handling the day to day operations. Tim Lett will still function in a management oversight capacity and attend as many commission meetings as possible.

Mr. Biggs was recently hired by McDonald Transit. Management responsibilities will be split between Tim Lett and him as outlined in the management contract.

Tim Lett explained that he would oversee the expansion process including preparing the budget. He also thanked the commission for their insight and willingness to be involved in a new project.

Carol Haney asked if the grant application proposal budget was approved by the Board of Alderman, and Tim Akers informed her that it was.

George Price inquired about the status of the permanent transit facility. Tim Akers told the commission that the environmental assessment of the site was underway.

Jack Howard noted that with the opening of FNC Park the commission and transit staff should be prepared to answer any questions that may arise.

Carol Haney made a motion to adjourn the meeting.

George Price seconded.

With all voting yes, the meeting was adjourned.