

**Coos County Area Transportation District
Board of Directors
Special Meeting
Minutes June 2nd, 2021**

1. **CALL TO ORDER:** Meeting was called to order at 8:00 AM by Chair Leshley
2. **ROLL CALL** – Melissa Metz called the roll.

BOARD MEMBERS PRESENT: Chair Dick Leshley, Director Tara Johnson, Director Louann Dewater and Director Melissa Dovenspike

STAFF: Melissa Metz and Jane Stebbins

GUEST: Rod Taylor and Selena Kelly

ABSENT – David Hope, Doug Veysey, Lauren Morris and Timm Slater

3. **NEW BUSINESS**

The Board moved to authorize staff to post the General Manager’s position for recruitment and publish on transit related sites. The brochure for the GM position was reviewed and decided on a few additions to the posting. The additions under minimum qualifications are proven team builder/leader, under preferred qualifications are grant writing experience, and added to the bachelor’s degree “or equivalent experience.” Melissa Metz will review the competitive salary range in our surrounding counties to set a reasonable salary rate for the position.

Motion: Director Dovenspike moved to authorize the staff to post the General Manager’s position for recruitment and publish on transit related sites, the motion was seconded by Director Johnson. Passed unanimously.

Proposed motion to approve additions to the General Manager Brochure.

Motion: Director Dewater moved to approve additions to the General Manager brochure, Director Johnson seconded the motion. Passed unanimously.

4. **CITIZEN COMMENTS - none**

5. **ADJOURNMENT** – Dick Leshley Adjourned the meeting at 8:36 am