



**BYLAWS SUBCOMMITTEE
TUESDAY, NOVEMBER 26, 2019 – 11:00 A.M.
MEETING MINUTES**

ATTENDANCE

- Voting Membership (one vote per entity):
 - City of DeKalb: Brian Faivre
 - City of Sycamore: Brian Gregory (Chair)
 - DeKalb County: Gary Hanson
 - Town of Cortland: Brandy Williams
 - NIU: Jennifer Groce
- Non-Voting Attendance:
 - DSATS staff: Nathan Schwartz

CALL TO ORDER

Chair Gregory called the meeting to order and established a quorum at 11:03 a.m.

1. Introductions

Introduction of members present was made.

2. Administrative Agenda

a. Approval of Agenda

Motion to approve the November 26, 2019 meeting agenda was made by Ms. Groce; seconded by Mr. Faivre; approved by voice vote.

b. Approval of Minutes

Motion to approve the May 8, 2019 meeting minutes was made by Ms. Groce; seconded by Mr. Hanson; approved by voice vote.

c. Public Comments

No one was in the audience and no one wished to speak.

3. Governance Agenda

a. DSATS Bylaws and IGA Discussion

The committee discussed the timeline to get to today's meeting and reviewed the Bylaws and IGA draft. Ms. Groce asked for clarification regarding Transit and Transportation Committees and how that impacts transit operations. Mr. Schwartz explained the MPO handles transit planning as part of the overall planning but transit operations is the City of DeKalb's responsibility. It was clarified that the MPO can make recommendations to the City regarding transit operations, but the final decision lies with the City Council. A proposed change to the Bylaws was added to clarify this issue. It was recommended these and other proposed changes to the Bylaws should be reviewed compared to the

IGA to make sure the two documents do not conflict with each other. It is the intention to complete this work in the spring of 2020. Motion was made to approve the amended Bylaws and submit them to the Policy Committee at a later date when the IGA is updated by Mr. Hanson; seconded by Ms. Groce; approved by voice vote.

4. Closing Agenda

a. Additional Business

No additional business.

b. Adjourn

Motion to adjourn was made by Ms. Groce; seconded by Mr. Faivre; approved by voice vote at 11:38 a.m.

Note: These minutes are not official until approved by the TAC at a subsequent meeting.