

**OZARKS TRANSPORTATION ORGANIZATION
BOARD OF DIRECTORS MEETING MINUTES
MAY 20, 2021**

The Board of Directors of the Ozarks Transportation Organization met at its scheduled time of 12:00 p.m. using the Zoom video conferencing platform. The meeting was also livestreamed on Facebook for public participation.

The following members were present:

Mr. Chuck Branch, Citizen-at-Large	Mr. Lynn Morris, Christian County
Mr. Steve Childers, City of Ozark (a)	Mr. Ralph Phillips, Christian County (a)
Mr. Travis Cossey, City of Nixa (a)	Mr. James O’Neal, Citizen-at-Large
Mr. Brad Gray, City of Willard (a)	Mr. John Russell, Greene County (Vice-Chair)
Ms. Karen Haynes, City of Republic (a)	Mr. Mike Schilling, City of Springfield
Mr. Skip Jansen, City Utilities Transit	Mr. Dan Smith, City of Springfield (a)
Mr. Andrew Lear, City of Springfield (Chair)	Ms. Martha Smartt, City of Strafford (a)
Mr. Rusty MacLachlan, Greene County	Mr. Tommy VanHorn, City of Battlefield (a)

(a) Denotes alternate given voting privileges as a substitute for voting member not present

The following members were not present:

Mr. Jerry Compton, Citizen-at-Large	Mr. Brian Weiler, Spfld-Branson Nat’l Airport (a)
Mr. Richard Walker, Citizen-at-Large	

Others Present: Mr. Frank Miller and Ms. Stacy Reese, MoDOT; Mr. Tyler Merriott, Senator Roy Blunt’s Office; Mr. Steve Bodenhamer, City of Battlefield; Mr. Dave Faucett, Ms. Sara Fields, Ms. Natasha Longpine, Ms. Nicole Stokes, and Mr. Andy Thomason, Ozarks Transportation Organization.

Chairman Lear called the meeting to order at approximately 12:01 p.m.

I. Administration

A. Welcome and Roll Call

Member	Vote	Member	Vote
Mr. Chuck Branch	Present	Mr. Lynn Morris	Present
Mr. Steve Childers	Present	Mr. James O’Neal	Present
Mr. Jerry Compton	Absent	Mr. John Russell	Present
Mr. Travis Cossey	Present	Mr. Mike Schilling	Present
Mr. Brad Gray	Present	Ms. Martha Smartt	Present
Ms. Karen Haynes	Present	Mr. Dan Smith	Present
Mr. Skip Jansen	Present	Mr. Tommy VanHorn	Present
Mr. Andrew Lear	Present	Mr. Richard Walker	Absent
Mr. Rusty MacLachlan	Present	Mr. Brian Weiler	Absent

A quorum was present.

B. Approval of Board of Directors Meeting Agenda

Ms. Haynes moved to approve the May 20, 2021 agenda. Mr. Schilling seconded the motion. A roll call vote was taken.

Member	Vote	Member	Vote
Mr. Chuck Branch	Aye	Mr. Lynn Morris	Aye
Mr. Steve Childers	Aye	Mr. James O'Neal	Aye
Mr. Jerry Compton	Absent	Mr. John Russell	Aye
Mr. Travis Cossey	Aye	Mr. Mike Schilling	Aye
Mr. Brad Gray	Aye	Ms. Martha Smartt	---
Ms. Karen Haynes	Aye	Mr. Dan Smith	Aye
Mr. Skip Jansen	Aye	Mr. Tommy VanHorn	---
Mr. Andrew Lear	Aye	Mr. Richard Walker	Absent
Mr. Rusty MacLachlan	Aye	Mr. Brian Weiler	Absent

The motion passed.

C. Approval of March 18, 2021 Meeting Minutes

Mr. Branch moved to approve the minutes from the March 18, 2021 meeting. Mr. O'Neal seconded the motion. A roll call vote was taken.

Member	Vote	Member	Vote
Mr. Chuck Branch	Aye	Mr. Lynn Morris	Aye
Mr. Steve Childers	Aye	Mr. James O'Neal	Aye
Mr. Jerry Compton	Absent	Mr. John Russell	Aye
Mr. Travis Cossey	Aye	Mr. Mike Schilling	Aye
Mr. Brad Gray	Aye	Ms. Martha Smartt	Aye
Ms. Karen Haynes	Aye	Mr. Dan Smith	Aye
Mr. Skip Jansen	Aye	Mr. Tommy VanHorn	Aye
Mr. Andrew Lear	Aye	Mr. Richard Walker	Absent
Mr. Rusty MacLachlan	Aye	Mr. Brian Weiler	Absent

The motion passed.

D. Public Comment Period for All Agenda Items

Chairman Lear advised there were public comments included in the packet. Chairman Lear asked for comments or questions.

E. Executive Director's Report

Ms. Fields reported the fuel tax passed. The Governor has not signed it yet. One of the provisions is that 15% of it will go to cities and 15% will go to counties. There is also a refund provision included which makes it difficult to project revenue. Three percent is taken off the top for administration for the Department of Revenue. A rough estimate would be \$275 million a year at full implementation for the state of Missouri. Assuming no changes, approximately \$4 million a year for the OTO area. Ms. Fields thanked the Legislature for putting their trust in MoDOT and regional partners such as OTO to select the correct projects for the use of that tax.

Ms. Fields stated OTO worked closely with Congressman Long's office in asking for some Congressionally Designated Projects for the new transportation bill. Currently the transportation bill is under a 1-year extension which expires September 30, 2021. If a new transportation bill is passed, some of the Congressionally Designated Projects could be added. OTO has also been in contact with

Senator Blunt's office regarding any priorities or designations they may want to make. The Senate has not laid out a process for that yet.

Ms. Fields stated she has been appointed to the Association of MPOs' Policy Committee. This committee will provide input for the crafting of the new transportation bill. The House is using HR2, which is the bill that was passed last year, but was not taken up by the Senate, as a starting point with some modifications. That bill includes an increase in funding of approximately 40%. It would affect the OTO planning funds, the STBG allocations, as well as TAP funds. OTO is monitoring infrastructure bills on the federal level to see if any progress is being made. There has been a lot of talk on roads and bridges as well as transit, airports, and other infrastructure.

Ms. Fields stated it is possible the next Board of Directors meeting will a hybrid meeting, which will offer an in-person or Zoom option. OTO is currently working on minor sound issues in the conference room when using Zoom. Steps are being taken to fix the issue in preparation of the July meeting.

F. MoDOT Update

Ms. Reese stated it was MoDOT's first week back in the office.

Ms. Reese reported the draft STIP is out for public comment which goes through the end of May. The Commission will take action in June to approve it after the public comment period.

MoDOT has received many questions regarding what funding will look like with the fuel tax. It is difficult to know with the potential for a rebate. In the South Carolina model, approximately 20% of people applied for a rebate. The MoDOT Director posed a question to MoDOT's planning partners, with the fuel tax and movement at the Federal level, should the STIP be updated sooner when funding is made clearer.

Ms. Fields thanked MoDOT for its work on the draft STIP. MoDOT was able to put most of the projects discussed this spring for the OTO area into the STIP.

G. Legislative Reports

Mr. Merriott with Senator Blunt's Office reported he was speaking on behalf of Sonya Anderson who had other commitments. Mr. Merriott thanked Ms. Fields for meeting with them and going over priorities for some of the OTO MPO area projects. Their office will provide updates as funding moves forward.

Mr. Merriott stated the Senator has continued to explain to fellow legislators how important transportation is to the state of Missouri. Transportation is a competitive advantage for Missouri compared to the rest of the country. The fuel tax was one of the first steps Missouri could take to continue to improve infrastructure needs that have been long overlooked.

The Senator enacted the Repair Act which leverages public dollars to incentivize private sector investment on infrastructure. It is designed to become self-sustaining over time.

The President's infrastructure plan is \$2.1 trillion. Senator Blunt has some concerns due to only 30% of the plan is for traditional infrastructure needs. The Senator has been meeting with the President and while nothing has been finalized, progress has been made in the right direction and an

agreement may happen soon. The Senator and his office are working for bipartisan support for whatever infrastructure bill is passed to make sure Missouri's needs are taken care of.

II. New Business

A. Financial Statements for 3rd Quarter 2020-2021 Budget Year

Ms. Fields stated that included for consideration were the third quarter financial statements for the 2020-2021 Budget Year. This period includes January 1, 2021 through March 31, 2021. The third quarter expenses total 58.3 percent of budget. The revenue was 57.4 percent of budget. Ms. Fields explained the OTO Operational Financial Statements and the OTO UPWP Financial Statements.

Mr. Childers made a motion to accept the Third Quarter Financial Statements for the 2020-2021 Budget Year. Mr. Branch seconded the motion. A roll call vote was taken.

Member	Vote	Member	Vote
Mr. Chuck Branch	Aye	Mr. Lynn Morris	Aye
Mr. Steve Childers	Aye	Mr. James O'Neal	Aye
Mr. Jerry Compton	Absent	Mr. John Russell	Aye
Mr. Travis Cossey	Aye	Mr. Mike Schilling	Aye
Mr. Brad Gray	Aye	Ms. Martha Smartt	---
Ms. Karen Haynes	Aye	Mr. Dan Smith	Aye
Mr. Skip Jansen	Aye	Mr. Tommy VanHorn	Aye
Mr. Andrew Lear	Aye	Mr. Richard Walker	Absent
Mr. Rusty MacLachlan	Aye	Mr. Brian Weiler	Absent

The motion passed.

B. FY 2022 Operational Budget

Ms. Fields stated the Ozarks Transportation Organization maintains a separate operational budget from the approved Unified Planning Work Program (UPWP) Budget. The UPWP Appendix A Budget is required to show all planning activities that use federal funds. Therefore, the planning activities of City Utilities are shown in that budget. In-Kind match and donated services are also required to be shown. This includes State-funded MoDOT work such as signal timing and planning, as well as member jurisdiction attendance at meetings. An OTO FY 2022 Operational Budget has been developed that includes the same OTO expenses as the UPWP Appendix A, plus some additional highlighted expenses that are not billable to the federal grant. In addition, it shows the projected cash flow for the year. Once approved this will be the OTO's audited budget. Ms. Fields detailed the budget.

Ms. Fields reported MoDOT has volunteered to complete the MM to ZZ study as part of a larger corridor planning effort. OTO would like to replace that study with a Highway 13 North study, looking at the Highway 13 and I-44 interchange and areas north up to North Road and possibly beyond. A lot of public comment has been received concerning this area. The City of Springfield and Greene County will partner with OTO in this effort. There would be room for one more study, if the need arises.

Mr. Schilling made a motion to adopt the OTO FY 2022 Operational Budget with the removal of the MM to ZZ study and addition of a Highway 13/I-44 study. Mr. O'Neal seconded the motion. A roll call vote was taken.

Member	Vote	Member	Vote
Mr. Chuck Branch	Aye	Mr. Lynn Morris	Aye
Mr. Steve Childers	Aye	Mr. James O'Neal	Aye
Mr. Jerry Compton	Absent	Mr. John Russell	Aye
Mr. Travis Cossey	Aye	Mr. Mike Schilling	Aye
Mr. Brad Gray	Aye	Ms. Martha Smartt	Aye
Ms. Karen Haynes	Aye	Mr. Dan Smith	Aye
Mr. Skip Jansen	Aye	Mr. Tommy VanHorn	Aye
Mr. Andrew Lear	Aye	Mr. Richard Walker	Absent
Mr. Rusty MacLachlan	Aye	Mr. Brian Weiler	Absent

The motion passed.

C. FY 2022 Unified Planning Work Program

Ms. Fields reported the OTO is required on an annual basis to prepare a Unified Planning Work Program (UPWP), which includes plans and programs the MPO will undertake during the fiscal year. The UPWP contains the proposed budget for FY 2022 for inclusion in the contract with MoDOT for funding the OTO annual operational expenses. The budget is based on the federal funds available and the local 20 percent match. Ms. Fields highlighted the budget.

Mr. Jansen made a motion to approve the FY 2022 Unified Planning Work Program with the removal of the MM to ZZ study and addition of a Highway 13/I-44 study and authorize the Executive Director to enter into the annual contract with MoDOT for federal funding. Ms. Haynes seconded the motion. A roll call vote was taken.

Member	Vote	Member	Vote
Mr. Chuck Branch	Aye	Mr. Lynn Morris	Aye
Mr. Steve Childers	Aye	Mr. James O'Neal	Aye
Mr. Jerry Compton	Absent	Mr. John Russell	Aye
Mr. Travis Cossey	Aye	Mr. Mike Schilling	Aye
Mr. Brad Gray	Aye	Ms. Martha Smartt	Aye
Ms. Karen Haynes	Aye	Mr. Dan Smith	Aye
Mr. Skip Jansen	Aye	Mr. Tommy VanHorn	Aye
Mr. Andrew Lear	Aye	Mr. Richard Walker	Absent
Mr. Rusty MacLachlan	Aye	Mr. Brian Weiler	Absent

The motion passed.

D. Public Participation Plan Annual Evaluation

Mr. Faucett reported the effectiveness of the Ozarks Transportation Organization's Public Participation Plan and public involvement activities are evaluated annually. This annual evaluation is conducted in accordance with the 2020 Public Participation Plan approved by the Board of Directors on August 20, 2020 and as required by Federal Law 20 CFR 450.316. Through these annual evaluations, the OTO adjusts and modifies public involvement activities in a list of action items to be undertaken preceding the next annual evaluation. Mr. Faucett presented the evaluation.

This was informational only. No action was required.

E. FY 2020-2023 TIP Administrative Modifications Numbers Nine and Ten

Ms. Longpine stated there was one item included as part of Administrative Modification 9 and one item included as part of Administrative Modification 10 to the FY 2020-2023 Transportation Improvement Program. Ms. Longpine detailed the Administrative Modifications.

This was informational only. No action was required.

F. Amendment Number Ten to the FY 2020-2023 TIP

Ms. Longpine reported there were 2 items requested by OTO member jurisdictions included as part of Amendment Number Ten to the FY 2020-2023 Transportation Improvement Program. Ms. Longpine highlighted the requests regarding MSU's Grant Avenue Pedestrian Underpass and Strafford's N. Old Orchard Road projects.

Mr. Schilling made a motion to approve Amendment 10 to the FY 2020-2023 Transportation Improvement Program. Ms. Smartt seconded the motion. A roll call vote was taken.

Member	Vote	Member	Vote
Mr. Chuck Branch	Aye	Mr. Lynn Morris	Aye
Mr. Steve Childers	Aye	Mr. James O'Neal	Aye
Mr. Jerry Compton	Absent	Mr. John Russell	Aye
Mr. Travis Cossey	Aye	Mr. Mike Schilling	Aye
Mr. Brad Gray	Aye	Ms. Martha Smartt	Aye
Ms. Karen Haynes	Aye	Mr. Dan Smith	Aye
Mr. Skip Jansen	Aye	Mr. Tommy VanHorn	Aye
Mr. Andrew Lear	Aye	Mr. Richard Walker	Absent
Mr. Rusty MacLachlan	Aye	Mr. Brian Weiler	Absent

The motion passed.

G. Additional Federal Funds Project Options

Ms. Fields stated additional funding was made available for transportation projects through the Coronavirus Response and Relief Supplemental Appropriations Act (CRSSA) and the FY 21 Omnibus Appropriations Act. OTO is charged with making a determination on how best to spend these funds. The funds must be obligated by September 30, 2024. Eligible activities are those typical TAP and STBG activities plus costs related to preventive maintenance, routine maintenance, operations, personnel, including salaries of employees (including those employees who have been placed on administrative leave) or contractors, debt service payments, availability payments and coverage for other revenue losses. Staff's proposal was to fund two trails in three total sections, the Chadwick Flyer and the Wilson's Creek Boulevard Trail. Ms. Fields detailed the proposal.

Mr. Branch made a motion to approve the proposal as outlined and direct staff to include the projects in the FY 2022-2025 Transportation Improvement Program. Ms. Haynes seconded the motion. A roll call vote was taken.

Member	Vote	Member	Vote
Mr. Chuck Branch	Aye	Mr. Lynn Morris	---
Mr. Steve Childers	Aye	Mr. James O'Neal	Aye
Mr. Jerry Compton	Absent	Mr. John Russell	No

Mr. Travis Cossey	Aye	Mr. Mike Schilling	Aye
Mr. Brad Gray	No	Ms. Martha Smartt	Absent
Ms. Karen Haynes	Aye	Mr. Dan Smith	Aye
Mr. Skip Jansen	Aye	Mr. Tommy VanHorn	Aye
Mr. Andrew Lear	Aye	Mr. Richard Walker	Absent
Mr. Rusty MacLachlan	Absent	Mr. Brian Weiler	Absent

The motion passed.

H. Transportation Performance Management Planning Agreement

Ms. Longpine reported that transportation law requires state departments of transportation, metropolitan planning organizations, and public transportation agencies to develop an agreement which outlines responsibilities in determining and implementing performance measure target setting and reporting. MoDOT, Missouri MPOs, and transit agencies from around the state have developed an agreement which defines the role of each agency. This template has been used to establish the agreement included in the Agenda between MoDOT, the Ozarks Transportation Organization, and City Utilities of Springfield Transit. The agreement has been updated since first signed in 2018 to include references to the Public Transit Agency Safety Plan and associated measures and targets. It is recognized that this agreement will need refinements in the future as additional guidance is released by the Federal Highway Administration and the Federal Transportation Administration regarding the implementation of the FAST Act. Staff is requesting that the Executive Director be able to continue signing for those updates as they occur. Ms. Longpine highlighted the agreement.

Mr. Jansen made a motion to approve the Transportation Performance Management Agreement and allow the Executive Director to administratively approve minor changes. Mr. Schilling seconded the motion. A roll call vote was taken.

Member	Vote	Member	Vote
Mr. Chuck Branch	Aye	Mr. Lynn Morris	Aye
Mr. Steve Childers	Aye	Mr. James O'Neal	Aye
Mr. Jerry Compton	Absent	Mr. John Russell	Aye
Mr. Travis Cossey	Aye	Mr. Mike Schilling	Aye
Mr. Brad Gray	Aye	Ms. Martha Smartt	Absent
Ms. Karen Haynes	Aye	Mr. Dan Smith	Aye
Mr. Skip Jansen	Aye	Mr. Tommy VanHorn	Aye
Mr. Andrew Lear	Aye	Mr. Richard Walker	Absent
Mr. Rusty MacLachlan	Absent	Mr. Brian Weiler	Absent

The motion passed.

I. Title VI/ADA Program Update

Mr. Thomason stated Title VI, 42 U.S.C. § 2000d et seq., was enacted as part of the landmark Civil Rights Act of 1964. It prohibits discrimination on the basis of race, color, and national origin in programs and activities receiving federal financial assistance. As a recipient of federal funds, the OTO must comply with Title VI. A formal Title VI policy was first adopted in 2014, though key components of the program existed previously. The Title VI policy must be updated every three years.

The OTO's Title VI program includes provisions from FHWA and FTA circulars and check lists, along with policies related to compliance with the Americans with Disabilities Act, as amended. The program outlines policies from OTO's Limited English Proficiency Plan and Public Participation Plan that works to ensure non-discrimination, along with a demographic profile of the region and OTO's boards and committees. The program also contains policies related to physical and electronic accessibility.

In addition to approving the updated Title VI/ADA program, staff is asking for support for executing the non-discrimination policy and DOT standard assurances, and for making minor updates to the Title VI/ADA Program. The proposed resolution of adoption includes language authorizing the new policy and assurances, and for minor updates during the three-year term of the program to ensure continued compliance.

Mr. Schilling made a motion to adopt (1) the resolution approving the Title VI/ADA Program, (2) the execution of the Standard DOT Assurances and Non-Discrimination Policy, and (3) the making of minor changes to the program to maintain compliance and updated information. Mr. Cossey seconded the motion. A roll call vote was taken.

Member	Vote	Member	Vote
Mr. Chuck Branch	Aye	Mr. Lynn Morris	---
Mr. Steve Childers	Aye	Mr. James O'Neal	Aye
Mr. Jerry Compton	Absent	Mr. John Russell	Aye
Mr. Travis Cossey	Aye	Mr. Mike Schilling	Aye
Mr. Brad Gray	Aye	Ms. Martha Smartt	Absent
Ms. Karen Haynes	Aye	Mr. Dan Smith	Aye
Mr. Skip Jansen	Aye	Mr. Tommy VanHorn	Aye
Mr. Andrew Lear	Aye	Mr. Richard Walker	Absent
Mr. Rusty MacLachlan	Absent	Mr. Brian Weiler	Absent

The motion passed.

J. Limited English Proficiency Plan

Mr. Thomason reported the OTO is subject to Presidential Executive Order 13166: Improving Access to Service for Persons with Limited English Proficiency (LEP) since the OTO is a federally-assisted organization. This Executive Order requires the staff to identify groups in the OTO planning area that have limited English Proficiency and identify ways to help these groups access the OTO's reports and public meetings.

The Limited English Proficiency Plan uses a four-factor analysis to determine how OTO should approach public engagement for the most significant limited-English proficient populations in the OTO area, including Spanish, Chinese, Vietnamese, Hmong, and Romanian, as well as others who are LEP, regardless of the language they speak. The LEPP then communicates how OTO can identify LEP individuals, the assistance measures that are available, and how staff will be trained in the use of the Plan. Also described is how notice of language services will be provided to LEP persons, how the plan will be monitored and updated, and how the plan itself will be disseminated. The LEP plan also informs the development of the OTO's Public Participation Plan and the Title VI/ADA program. Mr. Thomason provided an overview of the plan.

Mr. Schilling made a motion to approve the Limited English Proficiency Plan. Mr. Jansen seconded

the motion. A roll call vote was taken.

Member	Vote	Member	Vote
Mr. Chuck Branch	Aye	Mr. Lynn Morris	Aye
Mr. Steve Childers	Aye	Mr. James O'Neal	Aye
Mr. Jerry Compton	Absent	Mr. John Russell	Aye
Mr. Travis Cossey	Aye	Mr. Mike Schilling	Aye
Mr. Brad Gray	Aye	Ms. Martha Smartt	Absent
Ms. Karen Haynes	Aye	Mr. Dan Smith	Aye
Mr. Skip Jansen	Aye	Mr. Tommy VanHorn	Aye
Mr. Andrew Lear	Aye	Mr. Richard Walker	Absent
Mr. Rusty MacLachlan	Absent	Mr. Brian Weiler	Absent

The motion passed.

K. Federal Funds Balance Report

Ms. Longpine stated the Ozarks Transportation Organization is allocated Urban Surface Transportation Block Grant (STBG-Urban) funds, formally known as STP-Urban funds, each year through MoDOT from the Federal Highway Administration. MoDOT has enacted a policy of allowing no more than three years of this STBG-Urban allocation to accrue. If a balance greater than 3 years accrues, funds will lapse (be forfeited). The region no longer has funds from the Small Urban and BRM (On-System Bridge) program, due to obligating the final balances.

OTO has elected to sub-allocate the STBG-Urban funds among the jurisdictions within the MPO area. Each of these jurisdiction's allocations are based upon the population within the MPO area. OTO's balance is monitored as a whole by MoDOT, while OTO staff monitors each jurisdiction's individual balance. When MoDOT calculates the OTO balance, it is based upon obligated funds and not programmed funds, so a project is only subtracted from the balance upon obligation from FHWA. OTO receives reports showing the projects that have been obligated. MoDOT's policy allows for any cost share projects with MoDOT that are programmed in the Statewide Transportation Improvement Program, although not necessarily obligated, to be subtracted from the balance. The next deadline to meet the MoDOT funds lapse policy is September 30, 2021.

Staff has developed a report which documents the balance allowed, the balance obligated, and the balance that needs to be obligated by the end of the Federal Fiscal Year in order to not be rescinded by MoDOT. The report also outlines projects programmed to use STBG-Urban funding, so jurisdictions can have a clear picture of what is remaining.

Congress continues to propose rescissions as part of the annual budgeting process. The only action that prevents a rescission of federal funding is obligation. It is recommended that this funding be obligated as quickly as possible to protect against further rescissions. The OTO intersection cost share program has helped to commit these funds, however, without obligation, the total OTO balance is subject to rescission. OTO commends those who have taken action to plan for the use of available funds.

No official action requested; however, OTO is requesting each jurisdiction review the report for any inaccuracies or changes in project status and advise staff.

Due to some members needing to leave the meeting, a quorum was lost. Item L, *Towards a Regional Trail System Regional Long Range Trail Plan*, and Item M, 2021 Action Items, were not acted on and will be on the July 15, 2021 Board of Directors meeting agenda.

- L. ***Towards a Regional Trail System Regional Long Range Trail Plan***
- M. **2021 Action Items**

III. **Other Business**

A. **Board of Directors Member Announcements**

There were no member announcements.

B. **Transportation Issues for Board of Directors Member Review**

There were no transportation issues to review.

C. **Articles for Board of Directors Member Information**

Chairman Lear noted there were articles of interest included in the packet for the members to review as time allows.

IV. **Adjourn meeting**

With the lack of a quorum and no further business to come before the Board, Chairman Lear adjourned the meeting at 1:42 p.m.

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Steve Childers
OTO Secretary