



November 25, 2020

TO: John P. Brown III  
Gladys Bowers  
Steven Gondol  
Carlton Ingram  
James Kiriazis  
Ted Lyda, Jr.  
Tracey E. Oates

FROM: Jennifer Laughner

The Board of Trustees of the Western Reserve Transit Authority will hold a **PERSONNEL COMMITTEE** Meeting, **Thursday, December 3, 2020 at 9:00 a.m. via video conference.**

---

The Board of Trustees of the Western Reserve Transit Authority will hold a **FINANCE/OPERATIONS COMMITTEE** Meeting, **Thursday, December 3, 2020 at 9:15 a.m. via video conference.**

---

The Board of Trustees of the Western Reserve Transit Authority will hold a **MAINTENANCE/SECURITY COMMITTEE** Meeting, **Thursday, December 3, 2020 at 9:30 a.m. via video conference.**

The link to connect to the video conference is:

<https://global.gotomeeting.com/join/525757093>

If you would prefer to call in to the meeting:

Please dial **1-877-309-2073** and use Access Code 525-757-093.

Sincerely,

A handwritten signature in blue ink, appearing to read "Jennifer Laughner", is written over a light blue horizontal line.

Jennifer Laughner  
Secretary-Treasurer

jl