



WILLIAMSBURG AREA TRANSIT AUTHORITY

MEMORANDUM

TO: The Board of Directors

DATE: January 12, 2022

SUBJECT: Filling Officer Vacancies and Authorization to Sign Checks and Make Electronic Disbursements - *Proposed Resolution #R22-16*

Due to the retirement in December 2021 of the duly elected Chair of the Board of Directors, an election must be held to fill the vacancy for the term that was scheduled to run through July 2022. According to Authority bylaws, this election shall follow normal election procedure that involves a nomination and vote. Attached is a draft resolution for the election to fill the vacancy.

It is recognized that the filling of the Chair position could impact or create a vacancy in the Vice-Chair position and so that position has been left vacant on the draft resolution. As the election is to fill a vacancy, other officers elected at the Board's organizational meeting will remain the same through the current term. The attached resolution provides for the election of the Chair and Vice-Chair, along with the Authorization to Sign Checks and Make Electronic Disbursements.

Recommendation: The Board approve Resolution #R22-16.

A handwritten signature in black ink, appearing to read "Zachary Trogdon", is written over a horizontal line. Below the line, the name "Zachary Trogdon" and the title "Secretary" are printed in a black, sans-serif font.

Zachary Trogdon
Secretary