



**Colorado State University
Alternative Transportation Fee Advisory Board
Academic Year: 2022-2023**

Date of Meeting: 30 Jan 2023
Ram's Horn Conference Room
Recorded by: Michael Needham

I. Call to Order – 5:30pm

II. Attendance

Name	Title	Affiliation	Present?
Helen Flynn	Chair	Executive Board	Yes
David Wise	Vice Chair	Executive Board	Yes
Ken Kinneer	Financials	Executive Board	Yes
Michael Needham	Secretary	Executive Board	Yes
Omar Soliman	Representative	ASCSU At Large	Yes
Allie Claar	Representative	ASCSU At Large	Yes
Cady Gebhart	Representative	Ag Sciences	Yes
Ray Mendoza	Representative / Alt		
Brian Deegan	Representative	Business	Yes
Andy Goeke	Representative / Alt		
Trevor Hale	Representative	CVMB	Yes
Rachel Hernandez	Representative / Alt		
Zachary Cramton	Representative	Engineering	Yes
Lilly Perez	Representative / Alt		
Emily Gordon	Representative	Graduate School	No
Justin Hudson	Representative / Alt		
Kiana Smith	Representative	HHS	Yes
XX	Representative / Alt		
Jacob Pendergast	Representative	Liberal Arts	Yes
XX	Representative / Alt		
Rachel Jacks	Representative	Natural Sciences	Yes
Anna Parry	Representative / Alt		
XX	Representative	Undeclared	--
XX	Representative / Alt		
Lucas Bunger	Representative	Warner College	Yes
XX	Representative / Alt		

Has Quorum Been Reached? Yes / No

“Quorum shall consist of seven (7) voting members”.
[ATFAB Bylaws, Article V, Section 5](#)

“Voting members shall consist of student members of undergraduate college councils, a student member from the Undeclared Leadership Council, a student member from the Graduate School Council, and two student-at-large members. Associate members shall not have voting rights unless the primary representative from their area of affiliation is not present to vote.”
[ATFAB Bylaws, Article III, Section 1](#)

III. Open Items

1. Overview of ATFAB Teams Channel and Important ATFAB Forms by ATFAB Chair Helen Flynn
 - Project rating criteria: will be used to rank project applications to ATFAB
 - 1) Direct Benefits 35 Points
 - 2) Design Quality 30 Points
 - 3) Environmental benefit 30 Points
 - 4) Project aesthetics 5 Points
 - ATFAB score sheet
 - Each ATFAB voting member has a row to allocate points for each project
 - Spreadsheet tabulates scores among voting members, then ranks each project according to average score
 - Scoring is used to systematically rank projects objectively
 - Best practice is to input scores immediately after a project presentation, although scores can be changed at a later date as the voting member sees fit – Aaron Fodge.
 - Eventually, ATFAB will take a motion to fix scores. This will result in a ranked list to justify the allocation of funds.
2. Approval of meeting minutes
 - Approval of Minutes: Jan 23 2023 – Approved by unanimous consent
 - Approval of Minutes: Nov 07 2023 – Approved by unanimous consent

IV. New Business

1. Overview of upcoming meetings and presentations
 - 2/6/2023 Kaley Zeisel - Transfort
 - 2/13/2023 David Hansen from CSU facilities
 - 2/20/2023 David Hansen from CSU facilities
 - 2/27/2023 Heather Reimer from the spoke
 - 3/6/2023 Erika Benti from SkiSU

V. Post Meeting Action Items

Action:	Assigned To:	Deadline: