

**November 21, 2017**  
**Shawnee Mass Transit District Minutes**  
**Shawnee MTD**  
**Board Room, Vienna, Illinois**

**Members Present:**

Nancy Doss  
Elmer Pullen  
Marcia Fair (left at 5:00 p.m.)  
Rick Nannie

**Members Absent:**

Jim Clark

**Executive Director:**

Shawn Freeman

**CFO:**

Dori Bigler

**Operations Coordinator:**

Tiffany Morgan

**Human Resource:**

Karen Wilson

**Fleet Manager:**

Jon Murrie

**Marketing/IT**

Mike Pietrowski

The meeting was called to order by the Board Chairman Nancy Doss at 4:03 p.m.

**Item: Minutes**

Marcia Fair motioned to approve the minutes. Elmer Pullen seconded the motion. All in favor. Motion Passed.

**Item: Check Register and Financial Update**

Elmer Pullen motioned to approve the Check Register and Financial Update. Rick Nannie seconded the motion. All in favor. Motion Passed

**Item: Acceptance of Maureen Mann's resignation letter.**

Marcia Fair motioned to accept letter. Elmer Pullen seconded the motion. All in favor. Motion Passed.

**Item: Acceptance and Approval of Special Warranty for the ICB Application**

Rick Nannie motioned to accept and approve application. Marcia Fair seconded the motion. All in favor. Motion Passed.

**Item: Administrative Update**

Shawn Freeman provided the Administrative Update which included Board/Commissioners and City Council Meetings, Discussion and Possible Board Approval Third Party Testing, Board Approval of Amendment to Intergovernmental Agreement between City of Metropolis and Board of Directors of Shawnee Mass Transit District and Employee Update.

**Item: Approval of Third Party Testing**

Rick Nannie motioned to Approve Third Party Testing. Marcia Fair seconded the motion. All in favor. Motion Passed.

**Item: Approval to Amendment the Intergovernmental Agreement between City of Metropolis and Board of Directors of Shawnee Mass Transit District**

Rick Nannie motioned to approve the Amendment. Elmer Pullen seconded the motion. All in favor. Motion Passed.

**Item: Human Resource Update**

Karen Wilson provided the Human Resource Update which included five New Hires and One Workers Comp. Claim.

**Item: Operations Update**

Tiffany Morgan provided the Operations Update including Scheduling and Routes.

**Item: Fleet Management Update**

Jon Murrie gave the Fleet Management Update which included monthly vehicle damage/repairs and incidents.

**Item: Marketing/IT Update**

Mike Pietrowski provided the Marketing/IT Update which included Bus Stop Signs and Metropolis Shuttle Signs.

**Item: Executive Session**

For the purpose of “The appointment, employment, compensation, discipline, performance, or dismissal of specific employees of the public body or legal counsel for the public body.” And “Deliberations concerning salary schedules for one or more classes of employees”.

A motion was made by Rick Nannie to go into Executive Session at 5:15 p.m. The motion was seconded by Elmer Pullen. Roll was taken. Nancy Doss, yes, Elmer Pullen, yes and Rick Nannie, yes. All in favor. Motion Passed.

At 6:53 p.m. a motion was made by Elmer Pullen to return to regular session. The motion was seconded by Rick Nannie. Nancy Doss, yes, Elmer Pullen, yes and Rick Nannie, yes. All in favor. Motion Passed.

**Item: Board of Directors accepts resignation of Maureen Mann but believes it is in the best interest of SMTD not to let her continue as Consultant or Building Committee Member.**

Rick Nannie motioned to approve resignation but not to let her continue as consultant or building committee member. Elmer seconded the motion. All in favor. Motion Passed.

**Item: Adjournment**

At 6:55 p.m. Elmer Pullen motioned to adjourn. Rick Nannie seconded the motion. All in favor. Motion passed.

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Jim Clark, Secretary