

**Shawnee Mass Transit District Minutes**  
**February 18<sup>th</sup>, 2014**  
**Shawnee Community College**  
**Founder's Room**

**Members Present:**

Brett Neighbors  
Nancy Doss  
Elmer Pullen  
Marcia Fair

**Members Absent:**

Jim Clark

**Executive Director Present:**

Maureen Mann

**CFO Present:**

Dori Bigler

**Operations Coordinator Absent:**

Treesa Sauerbrunn

**Public Relations Present:**

Ben Youther

**Human Resource Present:**

Trish Pierce

The meeting was called to order by President Nancy Doss at 4:00 p.m.

**Item: Minutes**

Brett Neighbors motioned to approve the January 21<sup>st</sup>, 2014 minutes. Elmer Pullen seconded the motion. All in favor. Motion passed.

**Item: Check Register and Financial Update**

CFO Dori Bigler provided the Check Register and Financial Update. Marcia Fair made motion to accept the Check Register and Financial Update as presented. The motion was seconded by Elmer Pullen. All in favor. Motion passed.

**Item: Old Business.**

N/A

**Item: New Business**

N/A

**General Public:**

N/A

**Item: Administrative Update**

Executive Director Maureen Mann provided the Administrative update which included facility update and Shawnee MTD Annual Audit.

**Item: Operations Update**

Operations Coordinator Treesa Sauerbrunn provided the Operations update which included updates on riding with drivers, revisiting routes, and the completion of Driver evaluations.

**Item: Human Resource Update**

Human Resource Specialist Trish Pierce provided the Human Resource update which included one new hire, one workers compensation claim, and updates on the Biggest Loser contest within the company.

**Item: Public Relations Update**

Public Relations Officer Ben Youther presented the Public Relations update which included updates on the shuttles and the ADA Policy.

**Item: Executive Session**

Marcia Fair made motion to go into Executive Session at 4:35 pm for "Possible action concerning salaries of one or more classes of Employees." Roll Call was taken. Nancy Doss, yes. Elmer Pullen, yes. Brett Neighbors, yes. Marcia Fair, yes. Jim Clark, absent.

Marcia Fair made motion to come out of Executive Session at 5:13 pm. Elmer Pullen seconded the motion. Roll call was taken. Nancy Doss, yes. Brett Neighbors, yes. Elmer Pullen, yes. Marcia Fair, yes. Jim Clark, absent.

Marcia Fair made motion to accept the recommendation of the finance committee to approve staff raises and the salary for the position of Program Compliance Oversight Monitor/Procurement Officer/Public Relations. Brent Neighbors seconded the motion. All in favor. Motion passed.

**Item: Adjournment**

At 5:15 p.m. Brett Neighbors motioned to adjourn. Elmer Pullen seconded the motion. All in Favor. Motion passed.

---

Marcia G. Fair, Secretary