

**May 16, 2017**  
**Shawnee Mass Transit District Minutes**  
**Shawnee MTD**  
**Board Room Vienna, Illinois**

**Members Present:**

Nancy Doss  
Bret Neighbors  
Jim Clark  
Elmer Pullen  
Marcia Fair

**Members Absent:**

**Executive Director:**

Maureen Mann

**CFO:**

Dori Bigler

**Operations Coordinator:**

Tiffany Morgan

**Human Resource:**

Karen Wilson

**Fleet Manager:**

Jon Murrie

The meeting was called to order by the Board Chairman Nancy Doss at 4:00 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**

Jim Clark motioned to approve the Check Register and Financial Update. Marcia Fair seconded the motion. All in favor. Motion passed.

**Item: Board Retreat**

Maureen Mann set a date for Tuesday, June 20, 2017 at Giant City lodge. A bus will transport from Wal-Mart in Anna to the Lodge and back.

**Item: Administrative Update**

Maureen Mann provided the Administrative Update which included Updating Five Year Plan, Administrative Team Planning Meeting and New Organizational Chart.

Marcia Fair Motioned to approve the New Organizational Chart. Bret Neighbors seconded the motion. All in favor. Motion Passed.

**Item: Human Resource Update**

Karen Wilson provided the Human Resource Update which included New Hires, No Workers Comp. Claims, One Resignation, One Termination and Wellness Program Update.

**Item: Operations Update**

Tiffany Morgan provided the Operations Update including Working on Routes and Potential Contract with the JR Center.

**Item: Fleet Management Update**

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

**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 Jim Clark to go into Executive Session at 4:24 p.m. The motion was seconded by Brett Neighbors. Roll was taken. Jim Clark, yes, Brett Neighbors, yes, Nancy Doss, yes, Elmer Pullen, yes, Marcia Fair, yes. All in favor. Motion passed.

At 5:10 a motion was made by Bret Neighbors to return to regular session. The motion was seconded by Marcia Fair. Roll was taken. Jim Clark, yes, Elmer Pullen, yes, Nancy Doss, yes and Brett Neighbors, yes, Marcia Fair. All in favor. Motion passed.

**Item: Adjournment**

At 5:11 Jim Clark motioned to adjourn. Marcia Fair seconded the motion. All in favor. Motion passed.

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Jim Clark, Secretary