

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.

Jim Clark, Secretary