

**September 20, 2016**  
**Shawnee Mass Transit District Minutes**  
**Shawnee MTD**  
**Board Room Vienna, Illinois**

**Members Present:**

Nancy Doss  
Jim Clark  
Bret Neighbors  
Elmer Pullen  
Marcia Fair

**Executive Director:**

Maureen Mann

**CFO:**

Dori Bigler

**Operations Coordinator:**

Tiffany Morgan

**Human Resource:**

Karen Wilson

**Fleet Manager:**

Absent

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

**Item: Minutes**

Bret Neighbors motioned to approve the minutes. Jim Clark 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. Bret Neighbors seconded the motion. All in favor. Motion passed.

**Item: Public Comments**

None

**Item: New Business/Resolution #82 DOAP Contract**

Nancy Doss introduced Resolution #82 DOAP Contract. Jim Clark motioned to accept the Resolution. Marcia Fair seconded the motion. All in favor. Motion passed.

**Item: Administrative Update**

Maureen Mann provided the Administrative Update which included Meeting with Secretary of Transportation/September 1, 2016, Transit Handbook and Shawnee MTD Commercial. Maureen explained to the Board the Addendum which we made part of our Contract sent to the State.

**Item: Human Resource Update**

Karen Wilson provided the Human Resource Update which included 4 New Hires and No Workers Comp Claims.

**Item: Operations Update**

Tiffany Morgan provided the Operations Update including New Hires, New Training Update, Meeting with Gilster-MaryLee.

**Item: Adjournment**

At 4:32 Bret Neighbors motioned to adjourn. Jim Clark seconded the motion. All in favor. Motion passed.

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Jim Clark, Secretary