

**February 19, 2016**  
**Shawnee Mass Transit District Minutes**  
**Shawnee MTD**  
**Board Room Vienna, Illinois**

**Members Present:**

Marcia Fair  
Nancy Doss  
Jim Clark  
Bret Neighbors

**Members Absent:**

Elmer Pullen

**Executive Director:**

Maureen Mann

**CFO:**

Dori Bigler

**Operations Coordinator:**

Tiffany Morgan

**Public Relations:**

Ben Youther

**Human Resource:**

Karen Wilson

**Fleet Manager:**

Jon Murrie

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. Bret Neighbors seconded the motion. All in favor. Motion passed.

**Item: Check Register and Financial Update**

Dori Bigler provided the Check Register and Financial Update. Bret Neighbors motioned to accept the Check Register and Financial Update as presented. The motion was seconded by Jim Clark. All in favor. Motion passed.

**Item: Old Business**

N/A

**Item: New Business**

N/A

**Item: Administrative Update**

Maureen Mann provided the Administrative Update which included Date set for a Board Retreat, Facility Update and Finance Committee Meeting.

**Item: Human Resource Update**

Karen Wilson provided the Human Resource Update which included One New Hire, One Workers Comp Claim and Safety Grant Money.

**Item: Operations Update**

Tiffany Morgan provided the Operations Update including CTS Consultants and New Hires Update.

**Item: Public Relations/Procurement Update**

Ben Youther gave the Procurement Update including Single City Transfer.

**Item: Fleet Management Update**

Jon Murrie gave the Fleet Management Update which included tablet installations and Fleet repairs.

**Item: Adjournment**

At 4:50 Jim Clark motioned to adjourn. Bret Neighbors seconded the motion. All in favor. Motion passed.

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Jim Clark, Secretary