

June 16, 2015
Shawnee Mass Transit District Minutes
Shawnee Community College
Founders Room Ullin, Illinois

Members Present:

Bret Neighbors
Elmer Pullen
Nancy Doss
Jim Clark
Marcia Fair

Members Absent:

Executive Director:

Maureen Mann

CFO:

Dori Bigler

Operations Coordinator:

Tiffany Morgan

Public Relations:

Ben Youther

Human Resource:

Karen Wilson

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

Item: Minutes

Jim Clark 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. Marcia Fair motioned 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

Reports given on New AARRA Facility and the Karnak Remodeling Project.

Item: New Business

Marcia Fair motioned to extend the line of credit with First State Bank of Olmsted through June 27, 2016. The motion was seconded by Bret Neighbors. All in favor. Motion passed.

Jim Clark motioned to authorize access money transfers from our Line of Credit to Dori Bigler or Maureen Mann or Bret Neighbors from the districts account with First State Bank of Olmsted. The motion was seconded by Marcia Fair. All in favor. Motion passed.

General Public:

N/A

Item: Administrative Update

Maureen Mann provided the Administrative Update which included RTAC Site Visit on May 21, 2015 and Moving Preparations.

Item: Public Relations/Procurement Update

Ben Youther gave an update on Procurements.

Item: Human Resource Update

Karen Wilson provided the Human Resource Update which included Interviewing for a Dispatcher, One Worker's Comp Claim, Perfect Attendance Awards and Staff Meeting/ Guest Speakers.

Item: Operations Update

Tiffany Morgan provided the Operations Update which included an Update on the Dispatch Consultant, New Hires Evaluations and Training.

Item: Adjournment

At 4:48 p.m. Bret Neighbors motioned to adjourn. Jim Clark seconded the motion. All in Favor. Motion passed.

Jim Clark, Secretary