

March 21, 2017
Shawnee Mass Transit District Minutes
Shawnee MTD
Board Room Vienna, Illinois

Members Present:

Nancy Doss
Bret Neighbors
Jim Clark
Marcia Fair
Elmer Pullen

Executive Director:

Maureen Mann

CFO:

Dori Bigler

Operations Coordinator:

Tiffany Morgan

Human Resource:

Karen Wilson/Absent

Fleet Manager:

Jon Murrie

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

Item: Minutes

Bret Neighbors motioned to approve the February 21, 2017 minutes. Jim Clark seconded the motion. All in favor. Motion passed.

Item: Check Register and Financial Update

Marcia Fair motioned to approve the February, 2017 Check Register and Financial Update. Elmer Pullen seconded the motion. All in favor. Motion passed.

Item: Acceptance of Special Warranty for FY 18

Jim Clark made the motion to accept the Special Warranty for FY18. Bret Neighbors seconded the motion. All in Favor. Motion passed.

Item: Administrative Update

Maureen Mann provided the Administrative Update which included announcing the April 5-6 2017 RTAC Conference which will be attended by the Administrative Team and on March 28, 2017 she and Karen Wilson will be attending a Wellness Program at John A. Logan College.

Item: Human Resource Update

In Karen Wilson's absence, Maureen Mann provided the Human Resource Update which included Three new hires, One resignation, No Workers Comp. Claims and Wellness Announcement that Fitbits were purchased through a grant from our insurance company for those employees who signed up for the Step Program.

Item: Operations Update

Tiffany Morgan provided the Operations Update including training new hires and the upcoming Bus Roadeo in Springfield on April 18, 2017.

Item: Fleet Management Update

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

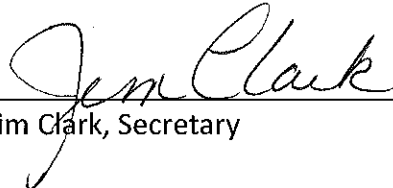
Item: Motion to go into Executive Session for the purpose of "The appointment, employment, compensation, discipline, performance or dismissal of specific employees of the public body or legal counsel for the public body." And "Deliberations concerning salary schedules for one or more classes of employees" was made by Marcia Fair at 4:15 P.M. Jim Clark seconded the motion. A poll vote was taken: Bret Neighbors-Yes, Elmer Pullen-Yes, Jim Clark-Yes, Nancy Doss-Yes, Marcia Fair-Yes. The Board entered into Executive Session at 4:17 P.M.

Item: Motion to return to Open Session made by Jim Clark. Bret Neighbors seconded the motion. A poll vote was taken: Bret Neighbors-Yes, Elmer Pullen-Yes, Jim Clark-Yes, Nancy Doss-Yes, Marcia Fair-Yes. The Board returned to Open Session at 4:40 P.M.

Item: Motion to approve the FY18 Budget as recommended by the Finance Committee and presented by the CFO and Executive Director by Bret Neighbors. The motion was seconded by Elmer Pullen. All in favor. Motion passed.

Item: Motion to adjourn made by Bret Neighbors. Motion was seconded by Marcia Fair. All in favor. Motion Passed.

Meeting was adjourned at 4:42 P.M.



Jim Clark, Secretary