

**Shawnee Mass Transit District Minutes**  
**March 18<sup>th</sup>, 2014**  
**Shawnee Community College**  
**Founder's Room**

**Members Present:**

Brett Neighbors  
Nancy Doss  
Elmer Pullen  
Marcia Fair

**Members Absent:**

Jim Clark

**Executive Director:**

Maureen Mann

**CFO Present:**

Dori Bigler

**Operations Coordinator:**

Absent

**Public Relations:**

Ben Youther

**Human Resource:**

Trish Pierce

The meeting was called to order by President Nancy Doss at 4:02 p.m.

**Item: Minutes**

Elmer Pullen motioned to approve the February 18<sup>th</sup>, 2014 minutes as corrected. Brett Neighbors seconded the motion. All in favor. Motion passed.

**Item: Check Register and Financial Update**

CFO Dori Bigler provided the Check Register and Financial Update. Marcia Fair made motion 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.**

Dental and Vision Insurance was tabled until more research has been done.

**Item: New Business**

N/A

**General Public:**

N/A

**Item: Introduction and Approval of Resolution #70 (Combined Application 5311/DOAP Grant)**

Board President Nancy Doss introduced Resolution #70 Combined Application 5311/DOAP Grant to the Board members present. Marcia Fair made motion to accept the resolution. Brett Neighbors seconded the motion. All in favor, motion passed.

**Item: Administrative Update**

Executive Director Maureen Mann provided the Administrative update which included facility updates and information on the RTAC Conference.

**Item: Operations Update**

Executive Director Maureen Mann presented the Operations updates which included new routes and new hire 90 day evaluations.

**Item: Human Resource Update**

Human Resource Specialist Trish Pierce provided the Human Resource update which included one new hire and updates on the Biggest Loser contest within the company.

**Item: Public Relations Update**

Public Relations Officer Ben Youther presented the Public Relations update which included updates on the PCOM meeting and the legal review of the Policy and Procedure Handbook.

**Item: Executive Session**

N/A

**Item: Adjournment**

At 4:51 p.m. Brett Neighbors motioned to adjourn. Elmer Pullen seconded the motion. All in Favor. Motion passed.

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Marcia G. Fair, Secretary