



SHAWNEE MASS TRANSIT DISTRICT

100-102 SMART DRIVE, VIENNA, ILLINOIS 62995 • Phone: 618-658-8380/866-577-6278 Fax: 618-658-8398

Board of Directors Meeting

Meeting Place and Time

The Board of Directors Meeting will be held on Thursday, February 20, 2020 and begin promptly at 9:00 AM. The meeting will be held in the Board Room at the following address:

Shawnee Mass Transit District

100 Smart Drive
Vienna, Illinois 62995

Attendees

PERSONS ATTENDING	TITLE	PRESENT	ABSENT
NANCY DOSS	Chairperson		
ELMER PULLEN	Vice Chairperson		
RICK NANNIE	Treasurer		
JIM CLARK	Secretary		
SIDNEY MILLER	Board Member		
MIKE PIETROWSKI	Executive Director		
JERRI LOYD	Chief Financial Officer		
TONY SMITH	Operations Manager		
KAREN WILSON	Human Resources Specialist		
JON MURRIE	Fleet Manager		
RON GORST	Public Relations Coordinator		
AARON HODGE	Human Relations Manager		

Agenda

1. Call To Order and Roll Call
2. Public Comments
3. Approval of Board Minutes from January 16, 2020
4. Check Register and Financial update from January 2020: Jerri
5. Approval of Check Register and Financial Report from January 2020
6. Discussion and possible action to approve the Grant Management Policies and Procedures
7. Discussion and possible action to approve the updated ADA policy to include adding stop announcements to SMTD's deviated fixed services
8. Discussion and possible action to approve the updated Financial Management Policies and Procedures to include fuel cards, conflict of interest, and updated cash handling procedures
9. Discussion and possible action to approve the updated Procurement Policy to include an updated conflict of interest policy and procurement thresholds.
10. Discussion and possible action to approve the update Title VI documents in both English and Spanish
11. Discussion and possible action to approve the updated Vehicle Maintenance Policies and Procedures which update the proper maintenance intervals.
12. Discussion and possible action to approve the reorganization of organization chart.

13. Human Resources Update: Karen
14. Fleet Update: Jon
15. Operations Update: Tony
16. Public Relations Update: Ron
17. Administrative Update: Mike
18. 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.”

19. Adjournment.

End.