

**March 19, 2020**  
**Shawnee Mass Transit District**  
**Minutes**  
**Shawnee MTD**  
**Board Room, Vienna, Illinois**

**Members Present:**

Nancy Doss  
Rick Nannie  
Elmer Pullen  
Jim Clark

**Members Absent:**

Sidney Miller

**Executive Director:**

Mike Pietrowski

**CFO:**

Jerri Loyd - Absent

**Operations Manager:**

Tony Smith

**Human Resource:**

Aaron Hodge

**Public Relations Coordinator:**

Ron Gorst

**Fleet Manager:**

Jon Murrie

The meeting was called to order by Nancy Doss at 9:00 a.m.

**Item: Minutes from February 20, 2020**

Jim Clark motioned to approve the minutes. Elmer Pullen seconded the motion. All in favor. Motion passed.

**Item: Check Register and Financial update from February 2020**

Purchased engine for one of our busses.

**Item: Check Register and Financial Register**

Rick Nannie motioned to approve the Check Register and Financial Update. Jim Clark seconded the motion. All in favor. Motion passed.

**Item: Discussion and possible action to approve the purchase of land and building in Union County**

Jim Clark motioned to approve this purchase. Elmer Pullen seconded the motion. All in favor. Motion passed.

**Item: Human Resource Update**

Aaron Hodge provided the Human Resource update with 0 New Hires, 1 new hire completed training and 2 Terminations.

**Item: Fleet Update**

Jon Murrie provided the fleet update with 3 busses down with an airbag issue, floor issue, and resealing of roof. 2 incidents involving running off road and bumped into pole.

**Item: Operations Update**

Tony Smith provided the operations update that included most routes down due to virus. At this time we are focusing on training while routes are down. Insured all drivers are still cleaning busses regularly.

**Item: Public Relations Update**

Ron Gorst provided the PR update that included in Union County we are starting to double up ads on busses due to demand. He is cross training employees in dispatch due to routes being down. We had a total of 6 customer complaints this month. Cards and flyers made for DOC routes have been created and ready for release. Reached out to all local schools to see how we can help during these hard times.

**Item: Administrative.**

Mike Pietrowski provided the administrative update that included that we are trying to keep all employees positive during the virus. We will be having a financial committee meeting on 3/25/2020.

**Item: Adjournment**

At 9:40 AM. Rick Nannie motioned to adjourn. Elmer Pullen seconded the motion. All in Favor. Motion passed.

*Jim Clark*

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Jim Clark, Secretary

*Mike Pietrowski*

