

AGENDA

Shawnee Mass Transit
Board of Directors Meeting
100 Smart Drive.
Vienna, Illinois 62995
618-658-8384 Administration Telephone
618-658-8398 Administration Fax

**Meeting Date: January 20th, 2016 @ 4:00 pm at SMTD Administrative offices,
Vienna Illinois**

PERSONS ATTENDING:	Present	Absent
Brett Neighbors		
Nancy Doss		
Jim Clark		
Marcia Fair		
Elmer Pullen		
Maureen Mann		
Dori Bigler		
Tiffany Morgan		
Karen Wilson		
Ben Youther		

Call To Order/Roll Call

1. Approval of December 15th, 2015 Minutes
2. Check Register/ Financial Update (Dori)
3. Approval of Check Register and Financial Report
4. Public Comments
5. Old Business/ Report on Building Dedication Plaque (Maureen)
6. New Business
7. Administrative Update (Maureen)
 - a. Set a Date for a Board Retreat
 - b. MM On Vacation
 - c. Emergency Procedures
 - d. Hosting HSTP
7. Operations Update (Tiffany)
 - a. RTAC Training
 - b. New Hires Training
 - c. Lead Driver Meetings

8. Human Resource Update(Karen)

- a. Four New Hires
- b. No Workers Comp Claims
- c. Safety Committee Meetings

10. Public Relations/Procurement Update (Ben)

- a. New Facility Update
- b. Tablet Update

11. Fleet Update (Jon)

General Fleet Update

12. Adjournment

