

July 19, 2016
Shawnee Mass Transit District Minutes
Shawnee MTD
Board Room Vienna, Illinois

Members Present:

Nancy Doss
Jim Clark
Bret Neighbors
Elmer Pullen
Marcia Fair

Executive Director:

Maureen Mann

CFO:

Dori Bigler

Operations Coordinator:

Absent

Human Resource:

Karen Wilson

Fleet Manager:

Absent

The meeting was called to order by the Board Chairman Nancy Doss at 4:01 p.m.

Item: Minutes

Marcia Fair motioned to approve the minutes. Jim Clark seconded the motion. All in favor. Motion passed.

Item: Check Register and Financial Update

Elmer Pullen motioned to approve the Check Register and Financial Update. Bret Neighbors seconded the motion. All in favor. Motion passed.

Item: Public Comments

None

Item: New Business

Jim Clark made the motion to extend the Line of Credit with First State Bank of Olmsted giving the Executive Director, Maureen Mann and the Chief Financial Officer, Dori Bigler authority to request draws of the funds in said bank. Marcia Fair seconded the motion. All in favor. Motion passed.

Item: Administrative Update

Maureen Mann provided the Administrative Update which included New Routes, Coordination Meetings, IPTA Conference/Moline and IPTA Board Meeting.

Item: Human Resource Update

Karen Wilson provided the Human Resource Update which included 6 New Hires and Interviews, Wellness Program Update and 2 Workers Comp Claims.

Item: Operations Update

Maureen Mann provided the Operations Update including New Hires and New Training Materials.

Item: Public Relations Update

Tina Burd gave the public Relations Update which included Information given to local businesses and the Meetings/Health Fair attended and also the Every Door Direct Mail.

Item: Fleet Update

Maureen Mann gave the Fleet Update which included 2 more New 14 Passenger Vehicles that were picked up.

Item: Adjournment

At 4:48 Jim Clark motioned to adjourn. Marcia Fair seconded the motion. All in favor. Motion passed.

Jim Clark, Secretary