

MINUTES
BOARD OF DIRECTORS MEETING
SOUTH CENTRAL TRANSIT
THURSDAY, NOVEMBER 16, 2017
12:00 NOON
SCT TRANSPORTATION CENTER
100 N. LOCUST ST.
CENTRALIA, IL. 62801

Present:

George Guidish
David Iossi
Margaret Conley
Ed Smalley
Don Jones
Don Copeland
Ben Stratemeyer
John Schubert
David Rodden
Pam Boyd

Also Present:

Sheila Niederhofer
Sara Nollman-Hodge
Vicki Clift
Pam DeMaris
Randy Barrow
Marvin Miller
Don Middleton
James Biggs

The meeting was called to order by Board President, George Guidish.

APPROVAL OF MINUTES

The minutes of the October Board meeting were reviewed. Copeland ask that wording be changed under Bus Lease Expiration, 4th and 5th line, purchase be changed to purchase/lease. Motion to approve the minutes with corrections by Jones, seconded by Iossi. All aye. Motion carried.

COMMUNICATIONS

Guest Recognition – Don Middleton and James Biggs.

Public Comment – None

Letters and Cards Received –None

PRESIDENTS REPORT

Guidish stated he would like to thank Sara Nollman-Hodge and Deb Ruiz for their help in setting up a ride for a client of his. Guidish said he has had communication with Perry County and they are struggling to find someone who would be available the hours needed to be a member of the Board as Ashauer's replacement. Guidish stated that he will be attending the Jefferson County and Franklin county Board meetings in December.

LEGISLATIVE

Niederhofer stated there was nothing new to report other than receiving \$7,245 in public aid payments.

REPORTS

Personnel Committee

Iossi reviewed the minutes of the November Personnel meeting. Motion to approve by Conley, seconded by Jones. All aye. Motion carried.

Finance Committee

Rodden reviewed the minutes of the November Finance meeting. A correction by Copeland was recommended under Bus Lease with CTD, the last sentence in the paragraph should state, a decision "should" be made instead of "must" be made. Motion to approve corrected minutes by Schubert, seconded by Copeland. All aye. Motion carried.

Financial Summary

Clift distributed and reviewed the financials for October. Copeland thanked Clift for always answering any questions he has prior to the meetings. Discussion was held regarding Mid West Truckers and the service they provide for SCT. The 1st and 2nd quarter DOAP payments were received in October and the FY18 5311 request for payment has been sent. Motion to accept by Smalley, seconded by Copeland. All aye. Motion carried.

UNFINISHED BUSINESS

Nothing to report

NEW BUSINESS

Vehicle Maintenance Policy – Nollman-Hodge reviewed the updates to the policy and stated the grammatical errors pointed out in the Personnel meeting have been corrected. Motion to approve policy by Rodden, seconded by Iossi. All aye. Motion carried.

Bus Lease Expiration - Clift reviewed the recommendation of the Finance Committee stating that the Director of Finance inquire as to the specifics of a lease and get in writing proposed lease terms from previous board member Jeff Ashauer and his non for profit organization as well as the DuQuoin State Bank. Clift distributed a bus lease comparison for CTD and DuQuoin State Bank. The Bus lease proposal from CTD was submitted to the Finance committee for review on November 9 and then compared to the proposal submitted by DuQuoin State Bank this week. Ashauer stated that the offer Stratemeyer reported to the Finance Committee was a financing program instead of a leasing program which would result in a conflict of interest for Ashauer. The quote proposed by CTD was the quote received that met all specifications for a lease agreement. Motion to award to CTD as quoted by Rodden, seconded by Conley. All aye. Motion carried.

Employee Bonuses - Nollman-Hodge reviewed the proposed Performance and Longevity awards. Motion to accept as stated by Conley, seconded by Smalley. All aye. Motion carried.

Pinckneyville/Nashville Shuttle- Barrow reported preliminary information on new route should be available by the December Personnel meeting.

Vendor Contributions – Marvin Miller discussed with the Board the Illinois Public Officer Prohibited Activities Act, the Illinois State Officials Employees Ethics Act, and pages 32 and 35 of the 2018 Downstate Grant Operating Agreements, all of which had been forwarded to the Trustees prior to this meeting. It was decided that the Conflict of Interest Policy covers the limits in question. Vendor Contributions will be removed from the agenda.

PCOM – Niederhofer reviewed the quarterly PCOM report submitted to IDOT.

Motion to adjourn the meeting by Conley, seconded by Iossi. All aye, motion carried.

George Guidish, Board President

