Minutes of March 21st ,2019 Board Meeting

Board Present Staff Present Other

Bentley Bender Jimmy Leadingham Adam Lach

Rich Whitney Hannah Jones Bill Jung

Susan Metcalf Casey Gunderson Eric Seacrest

Frank Byrd Gene Turk

**Approval of February Minutes**

-The motion to approve the February minutes as corrected was made by Rich Whitney and seconded by Frank Byrd. The motion carried.

**Communications**

1. Public Comments

No members of the public were present.

**Executive Session**

-Rich Whitney made the motion to amend the agenda to proceed into executive session to hear from Council Gene Turk, Frank Byrd seconded. The motion carried, executive session entered at 17:38.

Susan Metcalf moves to exit executive session at 18:15, Frank Byrd seconded. The motion carried.

**Managing Director Report**

-Bill Jung Interim Director delivered the Managing Director Report. Bill explains the grant applications are going well and after the board accepts the annual labor warranty JCMTD should be able to submit the IDOT, DOAP and 5311 applications shortly.

-Pertaining to the 5307 Urban Findings grant, the federal fiscal year 2019 apportionments were released. JCMTD will get $561,090.

-Staff attended the RTAC Spring Conference back in early March, staff learned new aspects of drug policy, received IDOT updates and some other valuable training.

**Operations and Financial Reports**

1. Operation Report

-Jimmy Leadingham, Operations Manager, delivered the Operations Report. Jimmy reports while total revenue is up for the month and operating and total expenses are down. Service miles and services hours are down which is a good thing however total passenger trips are down. Total passenger trips are down due to some loss of contracts rides we had in the previous year. Jimmy also reports that the average operating cost per mile is down while average revenue per day is up.

-Jimmy Leadingham mention that the two new driver that were hired in February are going strong.

1. Financial Report

-Casey Gunderson, Finance Manager, delivered the financial report. Casey reports that cash is up compared to last year other than that it was an uneventful month. Casey assures the board that they are still within budget and next month they would receive the quarterly budget comparison.

-Rich Whitney moves to approve the Operations and Financial reports, Frank Byrd seconded. The motion carried.

**Old Business**

-No Old Business to report.

**New Business**

1. Vehicle Procurement

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Bill Jung explains that JCMTD got a figure on the bus that was totaled, the settlement is in the neighborhood of $31,000. Management now has to go through a procurement to use that money to purchase a new bus. Jimmy Leadingham has reached out to several bus companies to see what is available, there is a possibility we could purchase two buses.

1. 5333B Labor Warranty

-Bill Jung explains the 5333B Labor Warranty makes sure that we adhere to certain labor protections.

-Rich Whitney moves that the board agrees to accept the 5333B Labor Warranty, Frank Byrd seconded. The motion carried.

1. Economic Interest Statement

-Frank Byrd had out to all present Board member their EIS statement. Bill informs the board that he and Casey Gunderson will keep track of board member terms and paperwork.

**Adjourn**

The schedule has been amended for next month due to schedule conflicts, the April Board Meeting will be held on Thursday April 25th.

Frank Byrd makes a motion to adjourn the meeting at 18:55, Rich Whitney seconded. The motion carried.