

DELAWARE COUNTY TRANSIT BOARD

BOARD MEETING

MINUTES OF November 20, 2009

1) The DCTB Chair called the meeting to order and the roll was taken as follows: (09-11-01)

 X Gary Dougherty, Chair
 Wes Buchanan, Vice Chair
 X Joe Clase- arrived at 7:05
 X Ben Brown, Secretary
 X Boots Sheets
 X Magnum Davis
 X Erwin Dugasz
 X Denny Schooley, Executive Director
 X Crystal James, Administrative/Operations Manager
 Ginny Berry, Executive Assistant
 X Richelle Fout, Financial Analyst
 X Stephanie Cameron, Clerical Assistant

It was moved by Magnum and seconded by Ben to excuse Wes's Absence. Motion passed (09-11-01)

2) Public Comment

There was no Public Present

3) Approval of Board Minutes of October 16, 2009. (09-11-02)

It was moved by Boots and seconded by Erwin to approve the minutes of the October 16, 2009 Board Meeting. (09-11-02) Motion passed

3) Operations Report

Crystal had nothing further to add

4) Marketing Report

No Discussion was held

5) Financial Reports

Discussion was held

It was moved by Ben and seconded by Magnum to approve the financial reports for the month ending October 31, 2009. (09-11-03) Motion passed.

6) Nominating Committee Report

It was moved by Boots and seconded by Ben to nominate Joe to the Vice Chair and Ben to Secretary. There were no additional nominations from the floor. An Election was held, moved by Boots and seconded by Ben to elect officers as nominated. Motion passed.

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7) Action Items

a) Establish 2010 regular board meeting dates and times (09-11-04)

Discussion was held. The board members agreed to every 3rd Wednesday of the month at 7:00 pm for the year 2010 board meetings

It was moved by Joe and seconded by Erwin to establish regular board meeting dates and times for CY 2010 as follows: (09-10-04) The motion passed

Jan - 20	May - 19	Sep - 15
Feb - 17	Jun - 16	Oct - 20
Mar - 17	Jul - 21	Nov - 17
Apr - 21	Aug - 18	Dec - 15

b) Approval of revised By-Laws (09-11-05)

It was moved by Joe and seconded by Erwin to approve the revised by laws. (09-11-05) The motion passed.

c) Approval of 2009 Budget Revisions (09-11-06)

It was moved by Boots and seconded by Joe to approve the 2009 budget revisions. (09-11-06) The motion passed.

d) Approval to issue a procurement card (09-11-07)

It was moved by Ben and seconded by Boots to approve issuing a procurement card to Stephanie Cameron (09-11-07) The motion passed.

e) Approval of revisions to the employee policy (09-11-08)

It was moved by Joe and seconded by Boots to approve a revision to the employee policy to extend the probationary period for new employees. (09-11-08) The motion Passed.

f) Approval of demonstration and evaluation project (09-11-09)

It was moved by Joe and seconded by Erwin to approve a demonstration project for Friday and Saturday service during the first three weeks of December 2009. (09-11-09) The motion passed.

g) Approval to fully fund the OTRP Shock Loss Fund (09-11-10)

Discussion was held.

It was moved by Ben and seconded by Boots to approve the full funding of the OTRP Shock Loss Fund. Erwin voted no. (09-11-10) The motion passed.

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8) Discussion Items

h) Standees on Vehicles

Discussion was held. It was moved by Boots and seconded by Joe to not make a policy concerning Standees on the buses, the motion passed.

i) Child Transportation

Discussion was held. Magnum suggested contacting the County Prosecutors office on the matter

j) Evaluation of Executive Director

Discussion was held. Denny is to have a self evaluation by November 30th, 2009 and the board members are to have their evaluations completed by December 11th, 2009.

k) General Updates

No discussion was held

9) Adjourn

- i) There being no further business to transact, Ben moved to adjourn the meeting with Boots seconding the motion. Meeting was adjourned at 8:22 am.

