

**CRIS Rural Mass Transit District
CRMTD
December 6, 2016
2:30 pm
At CRIS Healthy Aging Center**

Bold items require action

1) Roll Call: Present: Steve Gulick, Jayne Darby, Jerry Prideaux
Absent: Ruby Bushue

2) Approval of Minutes of August 11, 2016 meeting.

Jayne Darby moved a motion that the minutes of August 11, 2016, be approved. Jerry Prideaux seconded the motion. All voted in favor and motion carried.

3) Communications: Public Comment

A. Board Member Comments

B. CEO Report

1. Quarterly Service Report-1st qtr – Board members received handout detailing rides provided in the 1st quarter.
2. New Board Member – David Wright’s name has been submitted to the Vermilion County Board as a new member.
3. Facility Update – Chuck Abraham was on speaker phone and explained the status and process for new facility. Step1 planning/technical study is still in the review process and Chuck is working to get us contract once approved by IDOT executive staff.

C. Correspondence

4) Reports

A. Financial Reports as of 9/30/16 – Jerry Prideaux moved a motion to approve 9/30/16 financial reports. Jayne Darby seconded the motion. All voted in favor and motion carried.

5) Unfinished Business

6) New Business – Bold items require action

A. Renewal Line of Credit - Jerry Prideaux moved that line of credit in amount up to \$700,000 be renewed for a 1 year term. Jayne Darby seconded the motion. All voted in favor and motion carried.

B. 2016 Holidays – Jayne Darby moved a motion to Amend the 2016 holiday schedule and give staff Christmas Eve (12/23) and New Year’s Eve (12/30) off. Jerry Prideaux seconded the motion. All voted in favor and motion carried.

C. 2017 Holiday Schedule – Jayne Darby moved a motion to approve the 2017 Holiday Schedule as presented. Jerry Prideaux seconded the motion. All voted in favor and motion carried.

D. Holiday Stipend- Jayne Darby moved a motion for staff to receive the same amount as last year. Jerry Prideaux seconded the motion. All voted in favor and motion carried.

E. Communication Assistant Transfer Benefit Time- Jerry Prideaux moved a motion for Communication Assistant to begin with 17.67 vacation days and 26.50 sick days with position becoming full time as of 12/1. Jayne Darby seconded the motion. All voted in favor and motion carried.

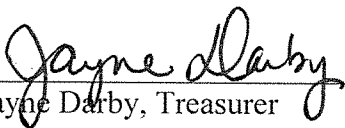
F. Organizational Chart- Jayne Darby moved a motion to approve the Organizational Chart as presented. Jerry Prideaux seconded the motion. All voted in favor and motion carried.

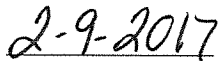
G. Bids – Office, Accounting Software, Office Furniture, Computers, Building Lease- Jerry Prideaux moved a motion once Administration has received concurrence form IDOT on bid amount and process, Amy is authorized to enter into a contract and spend dollars. Jayne Darby seconded the motion. All voted in favor and motion carried.

H. Next Meeting - 2/9/17

7) Adjournment

Jerry Prideaux moved a motion to adjourn meeting. Jayne Darby seconded the motion. All voted in favor and motion carried.


Jayne Darby, Treasurer


Date