

CRIS Rural Mass Transit District  
CRMTD  
April 26, 2018  
3:30 pm  
At CRIS Healthy Aging Center

**Bold items require action**

1) **Roll Call:** Present: Steve Gulick, Jayne Darby, David Wright  
Absent: Ruby Bushue

2) **Approval of Minutes of February 22, 2018 meeting.**

Jayne Darby moved a motion that minute of February 22, 2018, be approved. David Wright seconded the motion. All voted in favor and motion carried.

3) **Communications: Public Comment - None**

A. Board Member Comments - None

B. CEO Report

1. FY 18 3rd quarter rider stats – Board members received hand out detailing rides provided in 3<sup>rd</sup> quarter.

2. Update Facility Study – Chuck at IDOT is reviewing our request for proposal for new facility plan and will be assisting us in completing. Once that is complete we will be able to go out for bid.

3. Door to door – MCO contracts require us to offer door to door transportation vs curb to curb. After checking with our insurance company, we are covered to provide door to door.

C. Correspondence

4) **Reports**

**A. Financial Reports as of 3/31/18-** Jayne Darby moved a motion to approve the 3/31/18 financial reports. David Wright seconded the motion. All voted in favor and motion carried.

**B. Amended FY 2018 Budget-** Jayne Darby moved a motion to approve the FY 18 Amended budget as presented. David Wright seconded the motion. All voted in favor and motion carried.

5) **Unfinished Business**

6) **New Business – Bold items require action**

**A. Banking Vendor**

**a. Checking account-** Jayne Darby moved a motion to open checking account at Iroquois Federal. David Wright seconded the motion. All voted in favor and motion carried.


**b. Credit Card-** Jayne Darby moved a motion giving Amy the authority to move forward with Iroquois Federal in securing an agency credit card. David Wright seconded the motion. All voted in favor and motion carried.

**c. Line of Credit-** Jayne Darby moved a motion giving Amy the authority to sign documents to secure line of credit in the amount of \$800,000 with bank that provides the most security for agency, moving to Iroquois Federal if that is an option. David Wright seconded the motion. All voted in favor and motion carried.

**B. Resolution Capital Grant-** Jayne Darby moved a motion to approve Resolution for IDOT Capital Grant. David Wright seconded the motion. All voted in favor and motion carried.

- C. **Facility Study-process to identify evaluation committee-** David Wright moved a motion giving Amy authority to identify evaluation committee for facility study with the specific expertise needed. Jayne Darby seconded the motion. All voted in favor and motion carried.
- D. **Organizational Chart-** David Wright moved a motion to approve the organizational chart as presented. Jayne Darby seconded the motion. All voted in favor and motion carried.
- E. **Annual Compensation Adjustment-** Jayne Darby moved a motion to approve safety bonus in the amount of \$200 for drivers with admin staff receiving same as last year. David Wright seconded the motion. All voted in favor and motion carried.
- F. **Next Meeting-** Jayne Darby moved a motion to approve moving meeting months to the following: June, September, December and March. David Wright seconded the motion. All voted in favor and motion carried.

7) **Adjournment-** Jayne Darby moved a motion to adjourn meeting. David Wright seconded the motion. All voted in favor and motion carried.

  
\_\_\_\_\_  
Jayne Darby

8/28/18  
\_\_\_\_\_  
Date