

The Board of Trustees of the Sangamon Mass Transit District met in a regular session in the office of the Sangamon Mass Transit District located at 928 South Ninth Street, Springfield, Illinois. The Meeting was called to order at 4:35 P.M. by Brian Brewer, Vice Chairperson.

**I. ROLL CALL** Present:

- |                   |                           |
|-------------------|---------------------------|
| Sue Davsko        | Vice Chairperson          |
| Leslie McCarthy   | Secretary                 |
| Karen Hasara      | Treasurer                 |
| Wynne Coplea      | Trustee                   |
| Jerry Doss        | Trustee                   |
| Frank Squires     | Managing Director         |
|                   |                           |
| Steve Schoeffel   | Deputy Managing Director  |
| Charles Schmadeke | Legal Counsel             |
| Jason Sass        | Associate Planner, SSCRPC |
| Pete Roberts      | ADA Advisory Committee    |
| Sandra Douglas    | Trustee                   |
| Melissa Ashford   | Director of Operations    |

Absent:

- |              |  |
|--------------|--|
| Brian Brewer | Chairperson                            |
| Erik Bush    | Director of Finance and Administration |
| Pete Roberts | SCIL                                   |

**II. APPROVAL OF MINUTES**

Leslie McCarthy made a motion to approve the minutes of September 23, 2019 regular meeting, seconded by Wynne Coplea. The motion unanimously carried.

**III. DIRECTOR REPORTS**

Frank Squires stated that SMTD has been doing normal business. Frank Squires wanted to mention the passing of one of our Maintenance staff, Bill Jordan, who passed away over the weekend.

**REPORTS**

**A. Approval of September Financial Statements and Cash Disbursements**

Stephanie Malcom reported that the report is in the board packet and if there are any questions or concerns we can have an answer tomorrow because Erik and Tim are out of town. Sandra Douglas made a motion to approve the Cash Disbursement report, seconded by Leslie McCarthy.

**B. Board Committee Reports: Finance-Operations-administration**

**\*Finance**

Jerry Doss had nothing to report. Wynne Coplea reported that the Investment Report looks great.

**\*Operations**

Melissa Ashford reported that this month will pull bus from Mainline for the Holiday Parade on December 7<sup>th</sup>. There is a leak at the CNG station with one of the conduits. The leak is not major and will go out to bid since it is not under warranty. SMTD is receiving six new buses between Thanksgiving and January. Melissa Ashford stated that herself and Spencer Sidwell will be traveling to Alabama to inspect the buses. Lastly, National Transit Database reporting is due at the end of the month. Erik and Tim are training on requirements of this report.

**C. Planning Commission Report**

Jason Sass reported that the Transportation Improvement Plan was out for public comment and that the Planning Commission is gathering data for the thirty-year Long Range Plan.

**IV. NEW BUSINESS**

**A. Consider Amendment to the Fiscal Year 2020 Budget to Include Capital Spending-**

Wynne Coplea made a motion to approve, seconded by Sandra Douglas. The motion unanimously carried.

**B. Consider Designating Certain Assets as Surplus Property and direct staff to pursue the most economical means of Recapture-**

Sandra Douglas made a motion to approve, seconded by Wynne Coplea. The motion unanimously carried.

**C. Consider response to the invitation for Bid of the Training Room Interior Building Renovations.-**

Karen Hasara made a motion to approve. Seconded by Jerry Doss. The motion passed unanimously carried.

**V. PUBLIC COMMENTS**

a. Jane Ford: Suggested veterans allowed free bus rides on Veterans Day.

b. Ron Walker: Requested board packet be put on the website. Frank Squires stated he can call him and receive a copy anytime. Mr. Walker stated he has asked for the board packet to be put on the website in the past and feels it is important to the public.

c.

**VII. CLOSED MEETING**

There was no closed meeting this month.

**VIII. ADDITIONAL NEW BUSINESS**

There was no additional business for the trustees this month.

**IX. ADJOURNMENT**

Seeing no further business to come before the Board, Jerry Doss made a motion to adjourn the meeting. The motion was seconded by Wynne Coplea. The motion unanimously passed.

Approved:

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Leslie McCarthy, Secretary

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Brian Brewer, Chairperson