

**Minutes of the Regular Meeting
Deerfield Valley Transit Association Board of Directors
Wednesday, March 25, 2015 3:00 PMAM
706 Rockingham Rd. Rockingham, Vermont**

President Tom Marsh called the Board of Directors meeting to order at 3:00 pm. Those in attendance and consisting of a quorum were as follows;

Board Members Present: Mark Wallace, Susie Haughwout, Ted Reeves, Matt Mann, Tom Marsh and Eithne Eldred

Invited Guests: Chip Stearns and Travis Wendell

Staff Present: Randy Schoonmaker, Jan Terk and Rebecca Gagnon

Others Present: Ross McDonald and Katherine Otto

Public Input: None

Executive Session: Motion 1, Ted Reeves made the motion in accordance with the provisions of 1VSA § 313 (1) (B) to enter into executive session to consider a proposed contract under consideration. The premature public knowledge of this proposed agreement would place DVTA at a substantial disadvantage. This motion for executive session includes the Board members present, invited guests, staff, any late board members and Ross McDonald. Susie Haughtwout seconded. The motion passed unanimously. The board came out of Executive Session at 4:00pm.

Motion 2, Ted Reeves made the motion that we form a construction committee for the purpose of continuing to monitor the construction project at DVTA in Wilmington. Susie Haughtwout second. Discussion ensued. The committee will be an Ad-Hoc committee. The motion passed unanimously.

Motion 3, Ted Reeves motioned to appoint Chip Stearns (the at large member), Susie Haughwout, Mark Wallace and himself to the construction committee. Susie Haughtwout seconded. The motion passed unanimously.

Public outreach plan: Discussion on whether we need to follow the open meeting laws as prescribed. Motion 4, Ted Reeves made the motion to have the meeting warned and agenda posted seven days prior to the meeting. The meeting minutes can be posted ten days after the meeting. Suzie Haughwout seconded the motion. The motion passed unanimously.

Meeting minute's approval, Motion 5, Ted Reeves motioned to adopt the minutes of the Annual Meeting and Regular meeting held on February 24, 2015. Eithne Eldred seconded the motion. Changes to the minutes were: change Annual Meeting to Regular meeting and the time from 9:00 am to 9:40am. Motion passed unanimously.

Article amendments/report of Mark's committee: Mark stated he had no information on by-law review and asked to table until next meeting. At that time the By-law committee members will be nominated. Motion 6, Mark Wallace made the motion to authorize Susie Haughwout to sign the By-laws. Suzie Haughtwout seconded. The motion passed unanimously.

Roles of management positons, job descriptions: Tabled until next meeting.

Susie Houghtwout left the meeting at 5:05pm.

Go around the table discussion: Tom Marsh would like to see specific topics recognized on the agenda each month along with each item having a specific time designated. He would like to see the agenda sent to the President for approval before the agenda is posted.

Marketing, logo for Southeast Vermont Transit: The board reviewed the draft logos for SEVT and how it relates to the current MOOver and Current logos. No action was taken.

Eithne Eldred left the meeting at 5:25pm.

Request for transit study: Katherine Otto requested the board apply for a planning grant in this year's application to study declining ridership. Randy recommends the request go in the budget for board approval. This will show support for the project if approved. Rebecca will request an estimate from Vtrans.

Matt Mann left at 5:30pm.

Approval process for FY16 Grant: Tabled for the next meeting.

Company Updates: Tabled for next meeting.

Set Future meeting dates and locations: TBD

Adjourn: Motion 7, Ted Reeves made the motion to adjourn, Mark Wallace second. Motion passed unanimously.