

**Minutes of the Regular Meeting
Deerfield Valley Transit Association Board of Directors
Wednesday, April 20, 2015 2:00 PM
45 Mill St. Wilmington, Vermont**

Vice President Mark Wallace called the Board of Directors meeting to order at 2:00 pm. Those in attendance and consisting of a quorum were as follows;

Board Members Present: Susie Haughwout, Ted Reeves, Matt Mann, Eithne Eldred, Ann DiBernardo and Don Albano,

Invited Guests: Chip Stearns, Travis Wendell and Marco Tallini

Staff Present: Randy Schoonmaker, Jan Terk and Rebecca Gagnon

Others Present: Ross McDonald

Public Input: None

Motion 1: Susie Haughwout motioned to move the agenda item Executive Session to the top of the list after Public Input. Ted Reeves seconded. The motion passed unanimously.

Motion 2: Susie Haughwout 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 and personnel. 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 and staff. Eithne Eldred seconded. The motion passed unanimously. The board came out of Executive Session at 2:38pm.

Motion 3: Susie Haughtwout motioned to extend the existing \$16 an hour with no benefits policy to extend over 20 hours. Ted Reeves seconded. Motion passed unanimously.

Motion 4: Ted Reeves motioned to allow Randy Schoonmaker to secure additional financing in the proposed amount discussed in executive session with USDA and Key Bank. The motion passed unanimously.

Motion 5: Ted Reeves motioned to allow Randy Schoonmaker to negotiate at mediation for an amount up to the amount agreed during executive session and that is to involve Wright and Herman Construction with the conditions discussed during executive session.

Motion 6: 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 and staff. Suzie Haughtwout seconded. The motion passed unanimously.

The board came out of Executive Session at 2:48 pm and passed Motion 5 unanimously.

Motion 7: Ted Reeves motioned to accept the minutes of March 25, 2015 as presented. Eithne Eldred seconded. The motion passed with Ann DiBernardo abstaining.

New Business: Randy Schoonmaker explained the role of Leona Linney in managing both the CRT and MOOVer finance offices. There is no crisis, no theft, no main issues. We are reviewing staff needs before we hire for our needs. Rebecca and Randy are doing payroll in each division.

Motion 8: Susie Houghtwout made the motion, in accordance with the provisions of 1VSA § 313 (1) (B) to enter into executive session to consider a personnel matter. 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 and staff. Eithne Eldred seconded. The motion passed unanimously. The board came out of executive session at 3:01. Eithne Eldred left at 3:02.

Randy explained we are looking for approval of this temporary change with Leona moving to the executive level in managing both finance departments. This is consistent with the original strategy of creating the SEVT triangle. Randy also reviewed the job descriptions of the executive staff. The board reviewed the job descriptions and recommended changes. Don Albano made the recommendation that the finance manager also be the Assistant Treasure. Discussion ensued.

FY16 Budgets: Randy reviewed with the board the presented FY16 budgets for the FY 16 grant application for The MOOVer. One concern that may adjust up the MOOVer budget is the adoption of health insurance coverage for all MOOVer staff based on new regulations.

Rebecca Reviewed with the board the presented FY16 budgets for the Current FY16 grant application. She reviewed particular line items with large increases or decreases. We are projecting about a \$78,000 surplus but it was noted that could fluctuate with Medicaid.

Motion 9: Susie Houghtwout motioned to accept The MOOVer budget and capital budget along with The Current budget and capital budget. Ted Reeves seconded. The motion passed unanimously.

Company Updates: Ross updated on the Park and Ride. CRT, Vtrans, and Town officials met last week to review design and company contributions.

Board Member Comments: Mark Wallace congratulated the entire DVTA staff and board for persevering in the construction of the new building. Susie Houghtwout stated that the town will be assisting financially with the trail renovations.

The board discussed setting regularly scheduled meeting dates, times and locations. Randy will solicit the board and present at the next meeting.

Next meeting date: May 26, 3:00 pm at The Current, 706 Rockingham Rd, Rockingham Vermont

Adjourn: Motion 10: Ann DiBernardo motioned to adjourn the meeting at 4:15, Ted Reeves seconded. The motion passed unanimously.