

Minutes of the Southeast Vermont Transit Board of Directors
December 20, 2018 Meeting
Wilmington, Vermont and Rockingham, Vermont

President Chip Stearns called the meeting to order at 5:31 pm. Those in attendance and constituting a quorum were as follows:

Board Members Present: Chip Stearns, Joel Bluming, Wendy Harrison, Jonathon Meeks, Marco Tallini, Travis Wendell

Staff Present: Randy Schoonmaker, Leona Linney, Rebecca Gagnon

Public Present: Tim Bradshaw, VTrans

Public Input: None

Previous Minutes: No comment

Amend Agenda: No amendments

Old Business:

By Law Changes: Based on conversations from previous meetings, highlighted sections are being stricken. Chip reviewed changes, including changing the CEO's review should read annually and CEO will review general managers.

Motion 1: Marco motioned to adopt the modifications of the bylaws, Wendy seconded the motion. Chip added Wendy be authorized to sign the changes. Motion approved 6-0.

Annual Meeting: The annual meeting will be held at 5:30 pm February 21, 2019. The regular board meeting will follow the annual meeting in February. The Nominating Committee will produce a slate of officers for committees. Board members should let the Nominating Committee know what committees they are interested in. The Nominating Committee is comprised of John Meeks, Matt Mann, and Wendy Harrison.

Ridership: Randy updated the Board on ridership.

Brattleboro ridership with changes is 1% ahead of last year, for a total of a 10% increase in ridership when the -9% from last year is taken into consideration. When you include what would have been transfers between West Brattleboro and Price Chopper, we would be 7% ahead of last year.

The Current fixed routes were 6% behind a year ago, and this year it is only 2% behind, and should turn into a positive. Okemo is a slow start due to late staffing. The total effect on the Current is 1% behind a year ago and that gap is closing.

The MOOOver year-round routes are behind 10% but these numbers are about to change with the influx of international workers. The winter routes are up 19% from last year, and last year was a record. This is a short holiday period the way the holiday falls. Total MOOOver is off 8% but expect that will change.

Total SEVT we are down 4%. Randy presented and reviewed a second draft of graphs for ridership. Wendy would like to see one year over the previous year, by month.

Financials: Randy explained FY19 budget from the state with appropriations by functions, transportation funds are 10%. We were informed that state is looking to trim the overall Medicaid budget.

Chip looked through the financials and there is nothing alarming. The bottom line of the Current is slightly off but improving. The MOOver is ahead of budget. SEVT is about \$7,000 ahead of budget. We will hear from VTrans regarding the capital request for the Current fleet repairs in January.

Current Fleet Overview: Randy presented the Current Fleet Status as of December 17, 2018. Since we submitted the request two months ago, we have had changes to the fleet. VTrans is waiting for the updated information from Randy. Currently we are requesting \$97,000. As of today, the Current has every bus they have back in service.

Fundraising Update: The fall mailing went out on December 7th. We have received about 12 responses with about \$400 in donations received. Board members need to receive the letters. We will work to solicit larger business and foundations in the future but wanted to get a mailing started. Leona did complete the online donation button and those are now on the MOOver and Current website. Leona will investigate adding PayPal to the donation button.

E & D Update: Randy explained that there is a coordinated ride service with Springfield Area Adult Day effective this past Monday. Rebecca updated that we are allowing about 10 clients to ride with Marble Valley Medicaid clients and they arrive at SAAD together on one van. This will allow the cost of the van to be shared. Marble Valley will be doing some of the medical rides for those clients as well. This is a three-month MOU signed with Marble Valley. After the three-month pilot we will see if we are saving money. The other shared rides pilot will be with Green Mountain Community Network in Bennington for rides in the Deerfield Valley to the Gathering Place in Dover. That program will begin on January 2, 2019. Tim stated how happy he is with how SEVT has moved forward with this pilot.

Succession Plan Presentation: This is on the to do list for the Strategic Plan. Randy presented the information he received at the conference in Breckenridge, paired down to fit our company. This will be used as a template for SEVT plan and looking for Board comments. Wendy asked Tim if there were any other transit companies that have a succession plan and were any better than others? Randy will check with other agencies for a succession plan. Tim offered that more detail for some other critical company roles should be offered. Randy will start a table of contents to agree on and then develop the detail.

New Business: None

Company Updates: There was a meeting with the Okemo Senior VP of Human Resources. One reason for the meeting was the need for the VP of Human Resources to endorse a purchase order for a little more than \$30,000, to maintain Okemo contribution to the Current. We have not seen the purchase signed yet, so we are not sure if SEVT will realize that contribution.

Tim gave an update on the state wide AVL.

Board Member Comments: None

Future Agenda Items: Succession plan outline, Strategic Plan Update

Adjourn: Adjourned 6:42 pm