

DELAWARE COUNTY TRANSIT BOARD

BOARD MEETING

MINUTES OF April 20, 2011

1) The DCTB Chair called the meeting to order and the roll was taken as follows: (11-04-01)

Joe Clase, Chair
 Tom Jones, Vice-Chair
 Erwin Dugasz, Secretary
 Boots Sheets
 Tim Dodge
 Ed Helvey
 Roger VanSickle
 Denny Schooley, Executive Director
 Crystal James, Administrative/Operations Manager
 Ginny Berry, Marketing and Public Relations Specialist
 Richelle Fout, Financial Analyst
 Stephanie Cameron, Office Administrator
 Kristi Dalton, HR Coordinator

It was moved by Roger and seconded by Tom to excuse the absences.
(11-04-01) Motion passed .

3) Public Comment

There were two members of the public present. They did not wish to address the board, only to observe.

4) Approval of Consent Agenda (11-04-02)

It was moved by Tom and seconded by Boots to approve the Consent Agenda
(11-04-02). Motion passed .

6) Status Reports

- a) **Operations Report**
Crystal had nothing to add
- b) **Mobility Management**
Crystal added that the Travel Training Program Brochure was complete, and that they're currently accepting applications for Volunteers for this program.
- c) **Marketing Report**
Ginny added how well the school presentations went ; also about the new rider stories that we will be featuring on our website.
- d) **HR, Safety, Training and Risk Management**
Denny reminded the board members of the Bi- annual staff training on May 14th, and that board members are welcome to attend.

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BOARD MEETING

e) **Financial Report**

7) Action Items

a) **Approval of Rotary Membership (11-04-03)**

It was moved by Roger and seconded by Ed to approve Rotary Membership.
(11-04-03) The motion passed.

b) **Approval of Procurement Card Increase (11-04-04)**

It was moved by Ed and seconded by Tom to approve the
Procurement Card Increase . (11-04-04) The motion passed.

8) Discussion

a) Business Plan Update- Goals / Strategies

Denny spoke about setting goals for the future. Prices of everything are going up and trying to maintain our affordability for all riders is very important. Joe also added that he would like to have MORPC come to the next month's board meeting to do a presentation for the board and staff.

9) General Updates

There was nothing more to add.

10) Adjourn

- i) **There being no further business to transact, Ed moved to adjourn the meeting with Tom seconding the motion. Meeting was adjourned at 8:28 P.M.**

