

GREAT FALLS TRANSIT DISTRICT BOARD MEETING MINUTES

December 21, 2011

1. CALL TO ORDER

The Great Falls Transit District Board meeting was called to order at 7:04 p.m., December 21, 2011, in the Conference Room at the Transit Facility at 3905 North Star Boulevard, Great Falls, Montana.

2. ROLL CALL AND ATTENDANCE

Members Present:

Carl Donovan, Chairman
Ann Marie Meade, Vice Chair
Sally Macmillan
Marion Smith
Ken Johnson

Others Present:

Jim Helgeson, General Manager
Nadine Hanning, Finance Manager

Absent:

Sylvester Barros, Operations Manager
Cathy Bresson, Administrative Asst.

3. ADDITIONS TO AGENDA

4. MINUTES OF BOARD MEETING – November 30, 2011

Carl Donovan, Chairman, asked for any corrections to the November 30, 2011 Board meeting minutes. No corrections were noted. The November 30, 2011 minutes stand as approved.

5. MANAGER'S REPORTS

a. Summary of System Status

- Sylvester Barros, Operations Manager, is in Hayward, CA at the Gillig plant. We will be receiving four new buses in January.
- Nadine Hanning, Finance Manager, and I are waiting for a letter from the state To the FTA to transfer the MACI money so we can order the next four buses. If those buses are ordered next week, the buses will be built from April and August 2013. When those buses arrive, it will fill out our fleet.
- The managers in Billings and Missoula and I are getting together and kicking around ideas to improve the 5307s in the state whether it be through federal regulations or state legislation.
- Jim will be going to Denver the week of February 13th for a FTA conference. We will be Able to meet with the people in Washington and let them know what we are thinking.

- b. Performance Indicators
- c. Ridership Reports
- d. Financial Reports
 - Nadine Hanning presented the reports.

6. CHECK REGISTER

The November 24, 2011 through December 16, 2011 check register was presented for approval.

Carl Donovan, Board Chairman, called for a motion to approve. Sally Macmillan moved/ Ann Marie Meade seconded. Register approved.

7. COMMITTEE REPORTS

a. Technical Advisory Committee of the MPO (TAC)

- The committee met and proposed to spend approximately \$400,000 in MACI money for Curb cuts. It will now go to the PCC.

b. Policy Coordinating Committee (PCC) of the Great Falls Metropolitan Planning Organization.

- Did not meet. They will meet in January

c. Great Falls TAC

- Will meet January 12, 2012.

d. ADA Advisory Committee

- The ADA Advisory Committee met December 1st and the minutes are in the Board packet. The next meeting will be March 1, 2012 at the Transfer Center at 1:15pm.

8. UNFINISHED BUSINESS

a.

9. NEW BUSINESS

- a. 2012 calendar meeting schedules were discussed and the February and December meetings were changed. February's Board work session will be held on Tuesday, February 21. the December work session will be held Monday, December 17 and the Board meeting will be held on Wednesday, December 19.

- b. Mike Diekens of Douglas Wilson & Company, PC presented the Audit report to the Board Carl Donovan called for a motion to accept the Audit Report as presented. Marion Smith Moved/Sally Macmillan seconded. The motion passed.

- c. Election of Officers: Marion Smith nominated Carl Donovan for Chairman of the Great Falls Transit District. There were no other nominations. Carl Donovan was elected Chairman of the Great Falls Transit District for the year 2012. Sally Macmillan nominated Ann Marie Meade for Vice-Chairman of the Great Falls Transit District. Marion Smith seconded the motion. There were no other nominations. Ann Marie Meade was elected Vice-Chairman of the Great Falls Transit District for the year 2012.

10. PUBLIC COMMENTS

Jim Helgeson congratulated Carl and Ann Marie on their elections to office. He also thanked the Board for their hard work in the past year. He wished them Merry Christmas and Happy New Year.

Carl Donovan thanked all the employees for the hard work they have done this past year. He wished all a Merry Christmas and a Happy New year.

11. DATE OF NEXT BOARD MEETING

Work Session – Monday, January 23, 2012 at 7:00 p.m.

Board Meeting – Wednesday, January 25, 2012 at 7:00 p.m.

12. ADJOURNMENT

Adjourned at 7:18 p.m.

ATTEST:

Carl J. Donovan, Chairman