

**GREAT FALLS TRANSIT DISTRICT
BOARD MEETING MINUTES
April 24, 2024**

1. CALL TO ORDER

The Great Falls Transit District Board meeting was called to order at 7:00 p.m., April 24, 2024, 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, Chairperson
Donna Zook, Vice Chairperson
Ann Marie Meade
Ken Johnson
Shyla Patera

Others Present:

Nadine Hanning, General Manager
Josh Boone, Finance Manager
Brenda Long, Administrative Assistant

Absent

3. Pledge of Allegiance

4. Additions to Agenda

5. Minutes for Board Meeting March 27, 2024

A motion was made to approve the minutes by Vice Chair Zook, seconded by Board member Meade, motion passed.

6. MANAGER'S REPORTS

a. Summary of System Status

General Manager Hanning said we have a Paratransit driver in training and are looking for 2 Fixed Route drivers.

We are looking into an engineering fix for the curb at the T/C.

Our EEO Plan was accepted by the Civil Rights Administration.

G.M. Hanning attended Procurement training in Wisconsin and says our manuals need updating.

We have an RFP for auditing services out.

G.M. Hanning did a presentation about transit for the City Commission on April 13th, she would like to thank Chairperson Donovan and Vice Chair Zook for their support.

We are having some issues in Paratransit concerning passengers and drivers understanding the rules, we need to make the description of service more in depth and put it on the website.

There will be a meeting of Paratransit staff next month.

There will be an employee appreciation lunch on May 9th.

- b. Performance Indicators
- c. Ridership Reports
- d. Financial Reports
- e. Check Register

The March 21, 2024 through April 18, 2024 check register was presented for approval, Board member Johnson called for a motion to approve, Board member Patera seconded, motion passed.

7. COMMITTEE REPORTS

a. Technical Advisory Committee of the MPO (TAC)

- The committee meeting was canceled.

b. Policy Coordinating Committee (PCC) of the Great Falls Metropolitan Planning Organization. – The committee did not meet

c. Great Falls TAC

- The committee did not meet

d. ADA Advisory Committee

- The committee did not meet

8. UNFINISHED BUSINESS

a. Transit Development Plan Update

At this most recent meeting TMD said they were having issues with mapping but should have it ready soon. They want more community input and will be coming to town in June to set up venues.

b. Update By-laws

The Elections office would like to talk to the County Attorney to review the By-laws and make sure they are up to code. They would like to have a meeting in June.

9. NEW BUSINESS

a.

10. PUBLIC COMMENTS

Chairperson Donovan would like to commend G.M. Hanning on doing a great job with her presentation to the City.

11. DATE OF NEXT BOARD MEETING

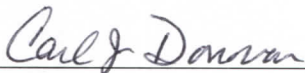
Work Session – Monday, May 20, 2024 – 7:00 p.m.

Board Meeting – Wednesday, May 22, 2024 – 7:00 p.m.

12. ADJOURNMENT

Adjourned at 7:26

ATTEST:



Carl J. Donovan, Chairperson

Date: 5/22/24