

**GREAT FALLS TRANSIT DISTRICT
BOARD MEETING MINUTES
January 22, 2025**

1. CALL TO ORDER

The Great Falls Transit District Board meeting was called to order at 7:00 p.m., Jan. 22, 2025, in the Conference Room at the Transit Facility at 3905 North Star Blvd, Great Falls, MT.

2. Oath of Office

Abigail St. Lawrence was sworn in as a Board Member by Chairperson Donovan.

3. ROLL CALL AND ATTENDANCE

Members Present:

Carl Donovan, Chairperson
Donna Zook, Vice Chairperson
Ann Marie Meade
Ken Johnson
Abigail St. Lawrence

Others Present:

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

Absent:

4. PLEDGE OF ALLEGIANCE

5. ADDITIONS TO AGENDA

6. APPROVAL OF MINUTES

a. Minutes for Board Meeting Dec. 18, 2024

A motion was made to approve the Board Meeting minutes of December 18, 2024 by Vice Chair Zook, seconded by Board member Meade, motion passed.

7. MANAGERS REPORTS

a. Summary of System Status

General Manager Hanning reported: We are hiring one Fixed Route driver and one mechanic.

City of Great Falls public works will close 1st Ave S. in front of the Transfer Center from April through November. The Transfer Center will be accessible via the alley.

We have started the process of ordering busses.

There was a Meeting with the FTA this morning and everything is going well.

b. Ridership

c. Performance Indicators

d. Financial Reports

e. Check Register

The Dec. 17, 2024 through Jan. 21, 2025 check register was presented for approval. Board member Meade called for a motion to approve, Board member Johnson seconded, motion passed.

8. COMMITTEE REPORTS

- a. **Technical Advisory Committee of the MPO (TAC)** - The committee did not meet
- b. **Policy Coordinating Committee (PCC) of the Great Falls Metropolitan Planning Organization.** – The committee did not meet.
- c. **Great Falls TAC** - The committee meet did not meet
- d. **ADA Advisory Committee** - The committee did not meet

9. UNFINISHED BUSINESS

- a. **Transit Development Plan Update**
TDP update – We received a second draft of the plan and are reviewing it. We extended their contract to March. We expect the finished project by the next meeting
- b. **Update By-laws**
The By-laws update was discussed. A motion was made to accept the changes to the By-Laws by Board member St. Lawrence, seconded by Vice Chair Zook, motion passed.

10. NEW BUSINESS

- a.

11. PUBLIC COMMENTS

Chairperson Donovan welcomed Abigail St. Lawrence to the Board.

12. DATE OF NEXT BOARD MEETING

Work Session ^{MPA} – Tuesday, Feb. 24, 2025 – 7:00 p.m.
Board Meeting – Wednesday, Feb. 26, 2025 – 7:00 p.m.

13. ADJOURNMENT

Adjourned at 7:24

14. ATTEST:

Donna M. Zook

~~Carl J. Donovan, Chairperson~~ *Donna Zook Vice Chair*

02/26/2025

Date