

**TOMPKINS CONSOLIDATED AREA TRANSIT, INC.  
BOARD OF DIRECTORS MEETING**

Thursday December 2, 2010  
4:00PM TCAT Conference Room  
737 Willow Avenue, Ithaca, NY

Attendees: D. Cogan, J. Dotson, H. Dullea, K. Luz Herrera, D. Lieb,  
P. Mackesey, F. Proto, N. Schuler, J. Turcotte, K. Whang

M. Albanese, S. Brock, R. Andrascik, A. Eccleston, F. Howells, M. McLellan,  
N. Oltz, D. Swarts, D. Tome, T. Wright, S. Persons/Recording Secretary

**Agenda**

**I. Call to Order**

F. Proto called the meeting to order at 4:12 PM, and welcomed everyone to the December 2, 2010 TCAT, Inc. Board of Directors Meeting.

**II. Board Member Items**

There were no Board Member items.

**III. Public Comment**

There was no one present that had a public comment.

**IV. Approval of the minutes from October 23, 2010 meeting**

The motion to approve the minutes from October 28, 2010 was made by D. Cogan; seconded by D. Lieb. The motion to approve the minutes passed unanimously.

**V. Chairperson's Report**

F. Proto stated he wanted to thank everyone for making an effort to get to S. Newman's calling hours and funeral, it is appropriate as his associates that we acknowledged his contribution to this organization, and his parents were very appreciative.

F. Proto stated the second item is there is a third session with the individuals that ride the Schuyler County bus taking place at the library at 4:00 pm today, two other sessions were scheduled for earlier in the day at Cornell University. The idea was to meet with them and discuss the vanpool idea.

D. Lieb stated he was at the two earlier meetings; no one attended the first meeting, and the second meeting was attended by one person representing a potential group of seven. She was very engaged and she brought forth a number of good questions.

F. Proto stated we have been working with Nathan Brenner from CDRD, the Community Dispute Resolution Center; he has been our contact with the Village of Cayuga Heights with Mayor Kate Supron. He stated J. Turcotte and he, based on what this Board suggested, agreed to sit down with them and hear what they have to say, and we are struggling to come up with a date. He stated he had a conversation with N. Brenner and Brenner informed him that the village wants to add a third person, a community member, to the meeting; he also stated they are waiting for the traffic study to be completed. Discussion followed.

**VI. General Manager’s Report**

- Monthly Operating Reports – J. Turcotte presented the Monthly Operating Reports for September 2010. He reviewed the details of the Riders, Miles & Hours Statistics, Service Changes & Special Events, Maintenance Statistics, Accidents & Other Incidents, Finance, Human Resources, Marketing Initiatives, & Customer Communications.
- Schuyler County Funding Update – J. Turcotte stated that they searched for new funding for Schuyler County service and came up empty. There has been a lot of communication with the riders and P. Poist went out and rode the buses with the riders to discuss their options and they are having a series of meetings on Vanpool today. He stated that TCAT is doing all that we can to accommodate the riders and hopefully we can get them to join a Vanpool.

**VII. Action Items from Staff**

- Consider approval of Resolution {2010-16}. – Election of three (3) new directors for TCAT, Inc. F. Proto presented Resolution {2009-16}.

**RESOLUTION 2010-16  
ELECTION OF DIRECTORS FOR TCAT, INC.**

WHEREAS, the bylaws of Tompkins Consolidated Area Transit, Inc. (“TCAT, Inc.”) state that Directors shall be elected at Annual Meetings of the Board, and

WHEREAS, the bylaws further state that three of the Directors shall be elected from candidates recommended by the City of Ithaca (“City”), three from candidates recommended by Tompkins County (“County”), and three from candidates recommended by Cornell University (“Cornell”), and

WHEREAS, the terms of three directors are expiring on December 31, 2010, and

WHEREAS, the City, County and Cornell have provided TCAT, Inc. with the names of recommended candidates to fill the three terms that begin January 1, 2011,

THEREFORE, BE IT RESOLVED, the TCAT, Inc. Board elects the following as Directors with three-year terms beginning January 1, 2011:

<u>Name</u>	<u>Address</u>
David J. Lieb	116 Maple Avenue Ithaca, NY 14850

Pamela Mackesey

Tompkins County Board of Representatives  
320 N. Tioga St., Ithaca, NY 14850

Jennifer Dotson

Ithaca City Common Council  
108 E. Green St., Ithaca, NY 14850

The resolution to elect three (3) new directors for TCAT, Inc. was moved by N. Schuler; and seconded by K. Luz Herrera. The motion passed unanimously.

- Consider approval of Resolution {2010-17}. – Election of secretary/Treasurer. F. Proto presented Resolution {2010-17}.

**RESOLUTION 2010-17  
ELECTION OF SECRETARY/TREASURER**

WHEREAS, the bylaws of Tompkins Consolidated Area Transit, Inc. (“TCAT, Inc.”) state that a Secretary/Treasurer shall be elected each year at the Annual Meeting of the Board to serve throughout the following calendar year, and

WHEREAS, the bylaws further state that a nominating committee appointed by the Chair shall nominate an individual for Secretary/Treasurer from the Directors recommended by the recommending party whose representative is the current Chair, and

WHEREAS, the current Chair was recommended by Tompkins County as a Director, so the new Secretary/Treasurer must be one of the Directors who was recommended by Tompkins County, and

WHEREAS, the Chair has appointed the members of the Executive Committee to act as the nominating committee, and

WHEREAS, the Executive Committee has agreed to nominate Pamela Mackesey as the Secretary/Treasurer for 2010,

THEREFORE, BE IT RESOLVED, the TCAT, Inc. Board elects Pamela Mackesey as Secretary/Treasurer for a one-year term beginning January 1, 2011.

The resolution to elect a secretary/treasurer was moved by K. Luz Herrera; and seconded by J. Dotson. The motion passed unanimously.

- Consider approval of Resolution {2010-18}. – Adopting the TCAT Inc. 2010 Operating Budget. F. Proto presented Resolution {2010-18}.

**RESOLUTION 2010-18  
ADOPTING THE TCAT INC 2011 OPERATING BUDGET**

WHEREAS, each year the Tompkins Consolidated Area Transit, Inc. (TCAT.) Board adopts a fiscal year Operating Budget, and

WHEREAS, TCAT, Inc attempts to maximize transportation service to Tompkins County residents by utilizing all federal, state and local funds available for the twelve-month period ending December 31, and

WHEREAS, after reviewing 2010 operations and considering all federal, state and local funding available for 2011, an Operating Budget that projects revenues of

\$11,915,601 and projected expenditures of \$12,864,341 for the 2011 fiscal year ending December 31, 2011 has been prepared and reviewed,

THEREFORE, BE IT RESOLVED, the TCAT, Inc. Board adopts an Operating Budget for fiscal year ending December 31, 2011, that projects revenues totaling \$11,915,601 and expenditures totaling \$12,864,341.

The resolution to adopt the TCAT, Inc. operating budget was moved by H. Dullea; and seconded by D. Cogan. The motion passed unanimously.

- Consider approval of Resolution {2010-19}. – Adopting the TCAT Inc. 2010 Capital Expenditure Plan. F. Proto presented Resolution {2010-19}.

**RESOLUTION 2010-19  
ADOPTING THE TCAT INC 2011 CAPITAL EXPENDITURE PLAN**

WHEREAS, Each year the Tompkins Consolidated Area Transit, Inc. (TCAT, Inc.) Board adopts an annual Capital Expenditure Plan, and

WHEREAS, TCAT, Inc. (TCAT) attempts to maximize the use of all federal and state funds available for necessary capital equipment purchases and projects, and

WHEREAS, after reviewing current capital needs and considering all federal and state funding available for 2011, a Capital Expenditure Plan of \$89,729 with total local partner contributions of \$29,910 for the 2011 fiscal year ending December 31, 2011 has been prepared and reviewed,

THEREFORE, BE IT RESOLVED, the TCAT Inc Board adopts a Capital Expenditure Plan for fiscal year ending December 31, 2011, totaling \$89,729.

The resolution to adopt the TCAT, Inc. capital expenditure plan was moved by H. Dullea; and seconded by P. Mackesey. The motion passed unanimously.

**VIII. Committee Reports**

- **Executive Committee**

F. Proto reported that the Executive Committee met on November 10, 2010 and discussed many project updates including Schuyler County funding update, BlackBox review and finalizing the contract.

- **Budget Committee**

H. Dullea reported that the Budget Committee met on November 15, 2010 and reviewed monthly operating report and the proposed 2011 Operating and Capital Budgets.

- **Transit Service Committee**

P. Mackesey reported that the Transit Service Committee met on November 30, 2010 and discussed group requests for youth passes and bikes on buses.

- **Human Resources Committee**

The Human Resources Committee met on November 17, 2010 and discussed current staffing levels, grievance log, and recruiting efforts.

- **Planning Committee**

D. Cogan reported that the Planning Committee met on December 2, 2010 and discussed TCAT's information technology request for proposal and TCAT facility needs.

**IX. Next meeting**

F. Proto announced the next meeting date January 27, 2011 at 4:00 PM.

**X. Attorney's Report**

F. Proto asked for a motion to enter into Executive Session to discuss a personnel matter. The motion was made by N. Schuler; seconded by J. Dotson. The motion passed. The Board entered into Executive Session at 5:45 PM. The Board arose from Executive Session at 6:00 PM. No action was taken.

**XI. Adjournment**

The motion to adjourn the meeting was made by P. Mackesey; and seconded by K. Whang. The meeting adjourned at 6:00 PM.