

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

Thursday, July 27, 2017
4:00 PM TCAT Conference Room
737 Willow Avenue, Ithaca, NY

Attendees: D. Howe, B. Brady, J. Dotson, W. Gray, J. Gutenberger,
D. Nguyen, F. Proto, P. Stein, D. Klein arrived at 4:35 pm

S. Brock, A. Eccleston, R. Lalley, J. Caco, D. Hill,
P. Poist, S. Vanderpool, S. Persons, R. DeBois/Recording Secretary

Agenda

I. Call to Order

D. Howe called the meeting to order at 4:02 PM, and welcomed everyone to the July 27, 2017 TCAT, Inc. Board of Directors Meeting.

II. Board Member Items

There were no board member items.

III. Public Comment

There was no public comment.

IV. Approval of the minutes from June 22, 2017 Board of Directors Meeting and the June 22, 2017 Special Board of Directors Meeting

The motion to approve the minutes from June 22, 2017 Board of Directors Meeting was made by J. Gutenberger, seconded by W. Gray. The motion to approve the minutes passed unanimously.

The motion to approve the minutes from June 22, 2017 Special Board of Directors Meeting was made by P. Stein, seconded by W. Gray. The motion to approve the minutes passed unanimously.

V. Chairperson's Report

D. Howe reported that he would like to thank P. Poist for the press release she put together, we are locked in for another six years with Cornell which is a fair agreement. The language that was crafted by Patty and Joel was how we feel about our community and he thinks that was a success and wanted to acknowledge that.

VI. General Manager's Report

- **New Hires** – A. Eccleston introduced the new Vehicle and Facility Maintenance Manager Dan Hill, she stated he comes to TCAT with a tremendous amount of experience in fleet management. He comes to the table with a great wealth of experience in heavy equipment maintenance and we are thrilled to have him as part of our team.

- **System Report** – A. Eccleston presented the Monthly System Report for June 2017. She 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. Discussion followed.

VII. Action Items

There were no action items.

VIII. Committee Reports

- **Executive Committee**

D. Howe reported that the Executive Committee met on July 18, 2017 and discussed the GM search update, Avail ITS project, Maintenance management system vendor selection, transportation and modernization enhancement award, recruitment update, and strategic planning RFP.

- **Budget Committee**

P. Stein reported that the Budget Committee met on July 19, 2017 and discussed Revenue Expenditure Report June 30, 2017, Fuel Report, 2018 Operating Budget, 2018 Capital Budget, Budget presentation format and date.

F. Proto asked about the date of the budget presentation.

A. Eccleston reported that it will be August 31, 2017 at the Tompkins County Public Library.

F. Proto stated the Board typically gets materials prior to the presentation to the three entities, will be getting that at the next meeting?

D. Howe stated he would expect that the Board would get it at the next meeting prior to the presentation for discussion or revisions.

S. Brock asked if it would make sense for the Budget Committee to present the notes or assumptions now; typically we do get that as the budget gets developed every month.

Discussion followed.

- **Human Resources Committee**

The Human Resource Committee did not meet.

- **Transit Service Committee**

The Transit Service Committee did not meet.

- **Planning Committee**

The Planning Committee did not meet.

- **Audit Committee**

The Transit Service Committee did not meet.

IX. Next meeting

D. Howe announced the next meeting date of August 24, 2017.

X. Executive Session

D. Howe asked for a motion to enter into executive session to discuss personnel matters. The motion was made by P. Stein; seconded by F. Proto. The motion passed. The Board entered into Executive Session at 5:02 PM. The Board arose from Executive Session at 5:23 PM.

XI. Adjournment

The motion to adjourn the meeting was made by W. Gray; and seconded by P. Stein. The meeting adjourned at 5:23 PM.