

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

Thursday, April 26, 2018
4:00 PM TCAT Conference Room
737 Willow Avenue, Ithaca, NY

Attendees

Board Members: B. Brady, J. Dotson (left at 5:34), W. Gray, J. Gutenberger, D. Klein, F. Proto, D. Thompson

Other attendees: R. Andrascik, S. Bloss, S. Brock, F. Howells (left at 4:32), S. Kelley, R. Lalley, B. Sherman, M. Smith, S. Vanderpool, D. Wiles (left at 4:45), M. Yarrow, P. Torelli (Recording Secretary)

Also attended: Mike Wendlowski (left at 5:11)

Agenda

I. Call to Order

F. Proto called the meeting to order at 4:04 PM, and welcomed everyone to the April 26, 2018 TCAT, Inc. Board of Directors Meeting.

II. Board Member Items

There were no Board Member Items discussed.

III. Public Comment

There was no one present that had a public comment.

IV. Approval of the minutes from March 22, 2018 Annual Board of Directors Meeting

The motion to approve the minutes from the March 22, 2018 Annual Board of Directors Meeting was made by W. Gray, seconded by D. Klein. The motion to approve the minutes as corrected passed unanimously.

V. Chairperson's Report

F. Proto did not have a report, but discussed the past resolution governing Public Comment. Persons making public comment will be held to the 3-minute maximum and any questions directly addressing staff will not be allowed.

Proto also went over the policies and procedures for TCAT being alerted and in turn alerting the public of route changes due to construction.

Requested to add Executive Session to agenda. Motion made by J. Dotson and seconded by B. Brady.

VI. General Manager's Report

- **Monthly Operating Reports** – S. Vanderpool presented the Monthly Operating Reports for April 2018. He reviewed the details of the Riders, Miles & Hours Statistics, Maintenance, Accidents & Other Incidents, Missed Trips, Finance, Marketing & Communications, and Human Resources.
- **Recruiting and Apprenticeship** – S. Vanderpool asked D. Wiles to speak on recruitment efforts including attending collegiate job fairs and a mechanic apprenticeship program.

VII. Action Items

There were no action items this month.

VIII. Committee Reports

- **Executive Committee**

F. Proto reported that the Executive Committee met on April 25, 2018 and discussed Site Plan update; Strategic Plan updates; the Cruz litigation; and the Triennial Review findings.

Also commented that we are in the beginning stages of setting up the Union Negotiations meetings which will happen in May or June.

- **Budget Committee**

W. Gray reported that the Budget Committee met on April 24, 2018 and discussed the MRT Update; Revenue Expenditure Report March 31, 2018; and the Fuel Report. Draft budget expected next month (to keep on schedule).

- **Transit Service Committee**

D. Klein reported on behalf of the absent D. Nguyen. The Transit Service Committee met on April 22, 2018 and discussed ITS Project Update; Bus Stop Signage and Amenities Update; Strategic Plan; Farebox systems; Transit Oriented Development Guide Review; and Mid-range Planning.

- **Human Resources Committee**

The HR Committee did not meet.

- **Planning Committee**

D. Klein reported the Planning Committee met on April 12, 2018 and discussed Search for Potential 10-acre site for future TCAT facility; Nine new bus shelters; bus stop sign installation; and the soon-to-be-built storage building.

- **Audit Committee**

The Audit Committee did not meet.

IX. Executive Session

F. Proto asked for a motion to enter into executive session to discuss the Cruz litigation and personnel matters. The motion was made by J. Dotson; seconded by P. Stein. The motion passed unanimously. The Board entered into Executive Session at 5:15 PM. The Board arose from Executive Session at 5:45 PM.

X. Additional motions following Executive Session

Motion by B. Brady, seconded by W. Gray, approving a contract up to \$10,000 with Roy Kotary as a labor management consultant for UAW contract negotiations. The motion passed unanimously.

Motion by D. Thompson, seconded by B. Brady, awarding Scot Vanderpool a one-time recognition bonus in the amount of \$6,000 in recognition of his effort during the transition period after he became GM. The motion passed unanimously.

XI. Adjournment

The motion to adjourn the meeting was made by B. Brady; and seconded by W. Gray. The meeting adjourned at 5:48 PM.