

**CONNECT TRANSIT
BOARD OF TRUSTEES
PROCEEDINGS OF MARCH 18, 2014**

The regular meeting of the Board of Trustees of Connect Transit was held at the Connect Transit Board Room #135, 351 Wylie Drive, Normal, Illinois 61761 on at 4:30 p.m.

TRUSTEES PRESENT: Judy Buchanan, Chairman
 Bill Wilson, Vice-Chairman
 Mike McCurdy, Secretary
 Felicia Shaw
 John Thomas
 Ryan Whitehouse

TRUSTEES ABSENT: John Bowman

CITY MANAGERS:

STAFF PRESENT: Andrew Johnson, General Manager
 Martin Glaze, Operations Supervisor
 Roy Rickert, Operations Director
 Jennifer Sorenson, Community Relations Manager
 Steve Stockton, Information Technology Manager
 Isaac Thorne, Procurement Director
 Julie Phillips, Labor Relations Executive Assistant

OTHERS PRESENT: Richard Anderson, Bloomington, IL and Charles Smith, Citizens
 Ensuring Fair Transit, (CEFT), Normal, IL

The meeting was called to order by the Chairman at 4:45p.m. Roll call was taken.

PUBLIC COMMENTS

Mr. Richard Anderson, 614 E. Walnut St., Bloomington, addressed the Board. He stated that he has been a regular bus rider for fifteen (15) years. His was dismayed by the poor conduct by some of the riders. He noted that the bus drivers are often under a lot of stress. He believed that the riders should be prepared to board the bus with their fare ready and know where they going. Mr. Anderson was also concerned about riders trashing the bus stops.

Mr. Charles Smith, CEFT, 1446 E. College Ave., Apt. #1, Normal, IL addressed the Board. He stated that he came to praise Connect Transit for operating through the brutal winter. He thanked the drivers, maintenance personnel, dispatchers, staff and management. He stated that he was aware that Connect Transit was currently conducting collective bargaining negotiations with the Amalgamated Transit Union (ATU). He requested that both sides remember the ridership while working through the negotiations process.

CONSENT AGENDA

1. Approval of Minutes of Previous Meeting of February 25, 2014, Work Session of February 25, 2014, Executive Sessions of January 7, 2014, January 28, 2014, February 26, 2013, March 26, 2013, April 23, 2013, and October 22, 2013
2. Disbursements for Month of February, 2014
3. Monthly Statistical Report for Month of February, 2014
4. Disposal of Board Meeting Audio Cassette Recordings

Motion by Secretary Mike McCurdy, seconded by Trustee Felicia Shaw that the Consent Agenda items be approved as presented.

AYE: All

NAY: None

Motion carried.

OLD BUSINESS

NEW BUSINESS

1. Property and Casualty Insurance Renewal – April 1, 2014 to March 31, 2015

Isaac Thorne, Procurement Director addressed the Board. He stated that the renewal premium was lower than the previous year. This was good news for Connect Transit. Secretary Mike McCurdy questioned the lower rates. Mr. Thorne responded that Connect Transit's Workman's Compensation loss experience had reduced from the previous year, resulting in lower premiums at renewal.

Motion by Trustee John Thomas, seconded by Trustee Felicia Shaw that the Property and Casualty Insurance Renewal – April 1, 2014 to March 31, 2015 be approved.

AYE: All

NAY: None

Motion carried.

GENERAL MANAGER'S REPORT

1. National Transit Driver Appreciation Day.

Andrew Johnson, General Manager advised the board that it was National Transit Driver Appreciation Day. This appreciation day was established in 2009. He noted that several drivers were in attendance at the meeting as well as several others out on the road. He thanked the drivers for their service and for doing such a good job day in and day out.

2. Outstanding Employment Positions.

Mr. Johnson stated that Connect Transit was on track to hire the Transportation Planner and Business Development Manager. He believed that the Maintenance Director position would also soon be filled. He noted that Connect Transit was making progress for filling all of the staffing positions and the pieces were falling into place.

3. Community Relations Update.

Mr. Johnson introduced Jennifer Sorenson, Community Relations Manager. Mrs. Sorenson addressed the Board. She provided the Board with an update on the Website Design project. Staff had been working diligently. The new website would be far easier to update than the existing website. An item that would be incorporated on the homepage is "Google Transit" which is a trip planning tool and is a part of the Double Map component. Trustee Ryan Whitehouse questioned if there would be a mobile application feature with the new website. Mr. Johnson responded that there would be a mobile version of the website.

Mrs. Sorenson presented a photo slide show of the St. Patrick's Day parade. Many Connect Transit staff members and two (2) bus drivers participated in the Parade. It was a beautiful day for the parade and there were many people out to enjoy it.

4. Ridership Reports.

Mr. Johnson introduced Roy Rickert, Operations Director and Martin Glaze, Operations Supervisor. Mr. Rickert addressed the Board. He stated that when the Double Map software was purchased it included a ridership counter. The National Transit Database requires ridership reporting. Martin Glaze, Operations Supervisor addressed the Board. He had spoken with a representative from the National Transit Database and the automatic passenger counter (APC) was approved for Connect Transit's use with its report submissions. The APC provides a more accurate rider count. There is no human error. The APC has shown that Connect Transit's ridership has increased 19.2% for this fiscal year, and 21.2% over the previous fiscal year. Andrew Johnson, General Manager stated that the new technology is working, providing accurate counts. This is a very positive change.

TRUSTEE'S COMMENTS

1. American Public Transportation Association (APTA) Legislative Conference.

Trustee Felicia Shaw had attended the APTA Legislative Conference in Washington, DC earlier in the month. Also in attendance were Andrew Johnson, General Manager and Jennifer Sorenson, Community Relations Manager. She stated that she was impressed to see how much more effective a collective message can be. She had the opportunity to attend learning sessions to encourage stakeholder engagement and how to share transit needs with legislators.

Secretary Mike McCurdy left at 5:33 p.m.

Ms. Shaw noted that she learned that APTA conducts a training session to encourage strong transit boards and teach board members how to interact with staff. She stated that the APTA website lists a variety of tools, training and seminars. She encouraged all of the Board members to visit the site. Andrew Johnson, General Manager stated that APTA would have a Transit Board Conference in Cleveland, OH. July 19th through the 22nd.

2. Other Comments.

Chairperson Judy Buchanan stated that a Board Manual was being created. She had a list of items to be included. ATPA had provided the Board with copies of various Board Manuals to use as a guide.

Chairperson Buchanan noted that there was conflict with the term expiration dates that are listed on Connect Transit's website. Additionally there is conflict concerning the Intergovernmental Agreement between the Town of Normal and the City of Bloomington in regard to the recently enacted term limits adopted by the City of Bloomington. She would be meeting with City of Bloomington officials for clarification.

Chairperson Buchanan echoed General Manager Andrew Johnson's earlier comments regarding National Transit Driver Appreciation Day. On behalf of the Board of Trustees, she thanked the drivers in attendance and those not in attendance for the good work that they do.

ADJOURNMENT

Motion by Vice Chairman Bill Wilson, seconded by Trustee Felicia Shaw to adjourn.

Time: 5:45 p.m.

AYE: All

NAY: None

Motion carried.

Secretary Mike McCurdy