

The Board of Trustees of the Sangamon Mass Transit District met in a regular session on December 19, 2022, in the Training Room of the Sangamon Mass Transit District located at 928 South Ninth Street, Springfield, Illinois. The Meeting was called to order at 4:30 PM by Brian Brewer, Board Chairperson.

I. ROLL CALL Present:

Brian Brewer	Chairperson
Leslie McCarthy	Board Secretary
Karen Hasara	Treasurer
Wynne Coplea	Trustee
Jerry Doss	Trustee
Sandra Douglas	Trustee
Steve Schoeffel	Managing Director
Melissa Ashford	Director of Operations
Michelle Alexander	Director of Finance and Administration
Josh Scaife	Human Resource Manager
Russell Reed	SMTD Counsel
Jason Sass	SSCRPC

Not Present:

Sue Davsko	Vice Chairperson
------------	------------------

II. APPROVAL OF MINUTES

Trustee McCarthy made a motion to approve the minutes of the November 28, 2022, regular meeting of the Board of Trustees, seconded by Trustee Coplea. The motion passed unanimously.

III. DIRECTORS REPORTS

Director Schoeffel mentioned that canopy construction started at the transfer center on the center canopy. An RFP for technology, fixtures and furniture was out currently and SMTD was awaiting bids. SMTD held the third annual leadership retreat. Overall, the team is working well together, and the review of accomplishments and goals moving forward was productive. SMTD's lighted bus "Holly" is participating in the DSI Holiday Walks. SMTD also partnered with the Memorial Holiday Fest again to provide a public shuttle route downtown from 11am to 5pm the four Saturdays of the DSI Holiday Walks. SMTD staff met with Sangamon County IT staff to being working through transition of services.

Director of Finance and Administration Michelle Alexander explained the anticipated arrival of the audit from Sikich. Director Alexander also explained SMTD was waiting for state concurrence in regards to moving forward on the south storage garage renovation. SMTD is also waiting for an updated contract from FleetNet regarding our software. Lastly, property taxes were filed on time, which was an accomplishment for the finance team.

Director of Operations Melissa Ashford explained the training from Bill Parsons which was beneficial for all employees. Director Ashford also spoke on the Genfare update that lead to the "Not in Service" message board and Clever's fix for the systems. Ashford also mentioned the help from Mateo Sidoli who switched his work schedule to fix the updates.

Ridership reports were corrected for October as an error was found in the collection of riders.

IV. REPORTS

A. Approval of October Financial Statements and Cash Disbursements

Trustee Douglas made a motion to approve the October Financial Statements and Accounts Payable Disbursements, seconded by Trustee Doss. The motion passed unanimously.

B. Board Committee Reports: Finance-Operations-Administration

Finance: None.

Operations: None.

Administration: None.

IT Steering: Trustee Coplea asked to schedule a meeting with Tyler to review IT.

C. Planning Commission Report: Jason Sass mentioned the beginning phases of curb your car 2023 were taking place, and data collection for the safety planning with Sangamon County.

D. Disabled Persons Advisory Committee Report: Pete Roberts thanked Melony Lonon and Melissa Ashford for helping answer questions from the advisory committee.

V. UNFINISHED NEW BUSINESS: None.

VI. NEW BUSINESS:

a. Consider Authorizing Resolution to add Illinois Funds Principle Authority

Director Alexander explained with the recent hiring of Michelle Alexander as the Director of Finance and Administration, SMTD requests that the Board of Trustees authorize the removal of Erik Bush and add Michelle Alexander as the Director of Finance and Administration and Principle Authority for Illinois Funds accounts. In addition, with the change of job title for Tim Wenthe to the Assistant Director of Finance and Compliance, SMTD requests the designation as an authorized signer Tim Wenthe, under his new title, as well as designate Steve Schoeffel as an authorized signer.

Trustee Hasara made a motion to accept staff's recommendation to pass a resolution to authorize and afford all access and permissions to Michelle Alexander, Director of Finance and Administration as the Principle Authority for the Illinois Funds account. Seconded by Trustee McCarthy. The motion passed unanimously.

b. Consider Declaring Certain Equipment Surplus

Director Alexander explained when an asset has reached the end of its useful life benchmark, the Board must declare that asset as surplus to allow for final disposition. SMTD has one tire sipe/regroove machine that is past its useful life benchmark. Purchased in 1989, SMTD no longer sipe nor regroove tires, because current tires no longer have thick enough tread to regroove the tire.

Trustee McCarthy made a motion to accept staff's recommendation to declare equipment surplus, seconded by Trustee Coplea. The motion passed unanimously.

VII. PUBLIC COMMENT

Jane Ford wished happy holidays to all.

VIII. CLOSED MEETING

None

IX. ADDITIONAL NEW BUSINESS

None

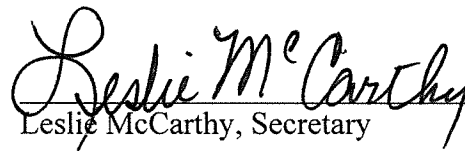
X. ADJOURNMENT

Seeing no further business to come before the Board, Trustee Coplea made a motion to adjourn the meeting. Trustee Douglas seconded the motion, and the meeting was adjourned at 4:50 PM.

Approved:



Brian Brewer, Chairperson



Leslie McCarthy, Secretary