The Board of Trustees of the Sangamon Mass Transit District met in a regular session in the office of the Sangamon Mass Transit District located at 928 South Ninth Street, Springfield, Illinois. The Meeting was called to order at 4:35 P.M. by Brian Brewer, Vice Chairperson.

I. ROLL CALL
Present:
Sue Davsko           Vice Chairperson
Leslie McCarthy      Secretary
Karen Hasara         Treasurer
Wynne Coplea         Trustee
Jerry Doss           Trustee
Frank Squires        Managing Director
Steve Schoeffel       Deputy Managing Director
Charles Schmadeke    Legal Counsel
Jason Sass           Associate Planner, SSCRPC
Pete Roberts         ADA Advisory Committee
Sandra Douglas       Trustee
Melissa Ashford      Director of Operations

Absent:
Brian Brewer         Chairperson
Erik Bush            Director of Finance and Administration
Pete Roberts         SCIL

II. APPROVAL OF MINUTES
Leslie McCarthy made a motion to approve the minutes of September 23, 2019 regular meeting, seconded by Wynne Coplea. The motion unanimously carried.

III. DIRECTOR REPORTS
Frank Squires stated that SMTD has been doing norman business. Frank Squires wanted to mention the passing of one of our Maintenance staff, Bill Jordan, who passed away over the weekend.

REPORTS

A. Approval of September Financial Statements and Cash Disbursements
Stephanie Malcom reported that the report is in the board packet and if there are any questions or concerns we can have an answer tomorrow because Erik and Tim are out of town. Sandra Douglas made a motion to approve the Cash Disbursement report, seconded by Leslie McCarthy.
B. **Board Committee Reports: Finance-Operations-administration**

*Finance*
Jerry Doss had nothing to report. Wynne Coplea reported that the Investment Report looks great.

*Operations*
Melissa Ashford reported that this month will pull bus from Mainline for the Holiday Parade on December 7th. There is a leak at the CNG station with one of the conduits. The leak is not major and will go out to bid since it is not under warranty. SMTD is receiving six new buses between Thanksgiving and January. Melissa Ashford stated that herself and Spencer Sidwell will be traveling to Alabama to inspect the buses. Lastly, National Transit Database reporting is due at the end of the month. Erik and Tim are training on requirements of this report.

C. **Planning Commission Report**
Jason Sass reported that the Transportation Improvement Plan was out for public comment and that the Planning Commission is gathering data for the thirty-year Long Range Plan.

IV. **NEW BUSINESS**

A. **Consider Amendment to the Fiscal Year 2020 Budget to Include Capital Spending**
Wynne Coplea made a motion to approve, seconded by Sandra Douglas. The motion unanimously carried.

B. **Consider Designating Certain Assets as Surplus Property and direct staff to pursue the most economical means of Recapture**
Sandra Douglas made a motion to approve, seconded by Wynne Coplea. The motion unanimously carried.

C. **Consider response to the invitation for Bid of the Training Room Interior Building Renovations**
Karen Hasara made a motion to approve. Seconded by Jerry Doss. The motion passed unanimously carried.

V. **PUBLIC COMMENTS**


b. Ron Walker: Requested board packet be put on the website. Frank Squires stated he can call him and receive a copy anytime. Mr. Walker stated he has asked for the board packet to be put on the website in the past and feels it is important to the public.

VII. **CLOSED MEETING**

There was no closed meeting this month.
VIII. ADDITIONAL NEW BUSINESS
There was no additional business for the trustees this month.

IX. ADJOURNMENT
Seeing no further business to come before the Board, Jerry Doss made a motion to adjourn the meeting. The motion was seconded by Wynne Coplea. The motion unanimously passed.

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Leslie McCarthy, Secretary

Approved:

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Brian Brewer, Chairperson