

**CASCO BAY ISLAND TRANSIT DISTRICT
MINUTES OF THE BOARD OF DIRECTORS MEETING OF
December 21, 2023
In Person/Video Conference/Phone**

	Webex	<u>Attendance</u> In Person	Phone	Absent
<i>Directors:</i>				
Crowley (Pres)		X		
Wentworth				
Donovan (1 st VP)		X		
Hoffman		X		
Luedke (Clerk)		X		
Cohen (Ast. Clk)		X		
Cooper				
Geary		X		
Lavanture		X		
Pizey (2 nd VP)		X		
Radis		X		
Cooper		X		

<i>Staff:</i>				
C. Gildart		X		
Mavodones		X		
Pottle				
Bowie		X		
Bryand		X		
Bishop				

<i>Public:</i>				
Ross	X			
L. Heinenen	X			
P. Flynn	X			
Call in user			X	
Call in user			X	
Call in user			X	

<i>Guests:</i>				

1. Call to Order:

- a. *The Board meeting was called to order at 7:45 AM by President Crowley*
- b. *It was noted that the meeting was being recorded.*
- c. *President Crowley asked Mavodones to do a roll call of who was attending the meeting, which he did.*

2. Approval of the November 28, 2023 meeting minutes

- a. *Mavodones noted the minutes had not been completed and would be taken up at the January Board meeting.*

3. Business

Business

- a. Consideration and action regarding replacing Henry Berg with Nick Mavodones as Trustee of Pension Plan.
 - i. *Donovan moved that Nick Mavodones replace Henry Berg as Trustee of Pension Plan.*
 - ii. *Hoffman seconded the motion.*
 - iii. *Hoffman noted that Bill Wanzer was retiring and inquired as to how his position would be filled.*
 - iv. *Mavodones pointed out that Bill Wanzer recommended that Pat Donovan succeed him on the committee, and he concurred with that recommendation; Mavodones also noted the appointment is made by the General Manager.*
 - v. *President Crowley opened the floor to the public. There were no comments.*
 - vi. *President Crowley opened the floor to Directors. There were no comments.*
 - vii. *President Crowley asked Mavodones to take a roll call vote.*
 - viii. *Mavodones took a roll call vote and the motion passed unanimously (9-0 with Lavanture abstaining due to a conflict of interest with her spouse's employment)*
- b. Consideration and action regarding creating a Search Committee to start the search for hiring a new General Manager and to make a recommendation of candidate(s) to the Board.
 - i) *President Crowley noted he plans to start with members of the previous Personnel Committee.*
 - ii) *Lavanture moved to create a Search Committee to start the search for hiring a new general Manager and to make a recommendation of candidate(s) to the Board.*
 - iii) *Donovan seconded the motion.*
 - iv) *Luedke had a question which President Crowley answered by noting that would start with the prior Personnel Committee and as work progresses, more members could be added.*
 - v) *President Crowley opened the floor to the public. There were no comments.*
 - vi) *President Crowley opened the floor to Directors.*
 - vii) *Donovan ? that it was important to pass today, but the motion needs a little clarification. He had heard from the Union and staff who wanted to be included in the process.*
 - viii) *Hoffman agrees with Donovan concerning urgency. She is a veteran of many search processes.*
 - ix) *Radis asked if anyone was interested who worked in the organization.*
 - x) *President Crowley replied that would be down the road.*
 - xi) *Donovan asked for clarification on whether the search committee could add members.*
 - xii) *President Crowley replied that he could add or subtract members and that would not have to go back to full Board.*
 - xiii) *Lavanture supports timely action and feels the focus until now had been on transition. Search Committee should be small in number and have key input and participation by staff, public and Board.*
 - xiv) *President Crowley asked Mavodones to take a roll call vote.*
 - xv) *Mavodones took the roll call vote and the motion passed unanimously.*

4. **Workshops** – No workshops
5. **General Information Reports**
 - A. **Financial Report**
 - a) *Mavodones noted that staff are still working on end of year financial statements.*
 - B. **Committee Reports**
 - a) *Donovan noted he will send out an email to identify a monthly meeting date.*
 - b) *Lavanture noted Finance is targeting the second Wednesday of each month to meet.*
 - C. **Staff Reports**
 - a) *Mavodones noted the Berg reported a detailed staff report was included in Board Packet*
 - b) *Mavodones noted that then Down Bay Vessel Advisory Committee would be meeting next week.*
6. **General Announcements**
 - A. Establish next meeting dates (all meetings at 7:45 AM unless indicated otherwise):
 - a) *Executive Committee:* *Thursday, January 4, 2024*
 - b) *Board of Directors:* *Thursday, January 25, 2024*
 - c) *Finance Committee:* *TBD*
 - d) *Operations Committee:* *TBD*
 - e) *Sustainability Sub-committee:* *No meeting planned*
 - f) *Personnel Committee:* *No meeting planned*
 - g) *Sales & Marketing Committee:* *No meeting planned*
 - h) *Government Relations Committee:* *No meeting planned*
 - i) *Pension Committee* *No meeting planned*

**7. Public Comment on items not on the agenda**

A. President Crowley opened the floor for public comment on items not on the agenda.

a) *There was none.*

8. Directors Comment on items not on the agenda

A. President Crowley opened the floor for Director comments on items not on the agenda.

- a) *Crowley pointed out that a consulting contract with Hank Berg had been negotiated back and forth, He is mentioning it at this time to as he would like to show support for current interim General Manager so he can know the Board is behind him. This is not something that has needs approval; however, is good to show support. The Board can't vote; it would be good to know if they object or support.*
- b) *Hoffman noted that President Crowley had asked for support, and had sent contract back, and he now has her support. Hoffman also commented that this document should be public.*
- c) *Mavodones noted the contract is a public document and he would be happy to share if requested.*
- d) *Cohen requested an updated contact list for Board members.*
- e) *Gildart noted it had just been updated on the website.*
- f) *President Crowley said he was raising his hand in support.*
- g) *Mavodones asked if anyone did not support the contract. No expressed an objection.*
- h) *Donovan inquired about MaineDOT work schedule.*
- i) *Pottle replied that DOT receives some money that goes to CBL, and that the island piers are funded by DOT.*
- j) *Donovan asked if direct dollars for workplan items come through DOT.*
- k) *Pottle replied that FTA and FHWA dollars come directly to CBL.*
- l) *Donovan mentioned that the new gate at the CBFT should be #5 and not #4a.*
- m) *Pottle replied that the gate signs had been ordered quite some time ago with that number sequence. I could be changed in the future.*

9. Adjournment

A. *Luedke moved to adjourn the meeting; Pizey seconded.*

B. *The motion was passed unanimously.*

Respectfully submitted by:

James Luedke, Clerk