



CASCO BAY ISLAND TRANSIT DISTRICT
MINUTES OF THE BOARD OF DIRECTORS MEETING OF
October 27, 2022
 In Person/Video Conference/Phone

Attendance

Webex In Person Phone Absent

Directors:

Braden (Pres)		X		
Wentworth (1 st VP)				X
Crowley (2 nd VP)	X			
Hoffman (Treasurer)		X		
Luedke (Clerk)		X		
Anderson (Ast. Clk)		X (left early)		
Cohen		X		
Donovan		X		
Higgins		X		
Murray	X			
Pizey		X		
Radis		X		

Staff:

Berg		X		
Bishop		X		
Gildart		X		
Greven		X		
Mavodones		X		

Public:

F. Somers	X			
B. Coughlin	X			

Guests:

R. Smith	X			
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**1. Call to Order:**

- A. *The Board meeting was called to order at 7:45 AM by President Braden*
- B. *It was noted that the meeting was being recorded*
- C. *President Braden asked Berg to do a roll call of who was attending the meeting, which he did.*

2. Approval of the August 4, 2022 and September 22, 2022 meeting minutes

- A. *This item was postponed until the November Board meeting*

3. Business

- A. *Selection of a Nominating Committee to bring forth a recommendation for a slate of Officers at the November 17, 2022 Board meeting*
 - a) *Berg explained the purpose and process.*
 - b) *Berg sent a link to all Directors present explaining that the results will be announced later in this meeting*
- D. *Executive Session*
 - a) *Discussion of General Manager's evaluation pursuant to 1 M.R.S.A. Section 405(6) (A)*
 - (1) *This item was moved out of order*
 - (2) *Radis made a motion to go into Executive session for discussion of General Manager's evaluation pursuant to 1 M.R.S.A. Section 405(6) (A); Cohen Seconded*
 - (3) *President Braden opened the floor to comments. There were no comments.*
 - (4) *President Braden called for a roll call vote*
 - (5) *Berg did a roll call vote. The motion passed unanimously (10-0, Murray had not arrived yet)*
 - (6) *Recording was paused and Public members and staff were asked to leave, and the Webex virtual meeting was locked down so no public members could gain access.*
 - (7) *The Board came out of the Executive session. Anderson left. Berg & Greven rejoined and the recording was resumed*
 - B. *Discussion and acknowledgement of the receipt of the FY2021 Annual Independent Financial Audit Report for year ended 09/30/2021 including a report from the Finance Committee*
 - a) *There was a discussion about postponing the discussion and vote. It was decided to conduct a vote and have a further discussion at the November Board meeting*
 - b) *President Braden asked if there was motion*
 - c) *Donovan made a motion for the Board to acknowledge the receipt of the FY2021 Annual Independent Financial Audit Report for year ended 09/30/2021; Pizey seconded*
 - d) *President Braden opened the floor to comments. There were no comments.*
 - e) *President Braden called for a roll call vote*
 - f) *Berg did a roll call vote. The motion passed unanimously (11-0)*
 - C. *Consideration and action on FY 2023 Long Range Capital Plan including a report from the Finance Committee*
 - a) *This item was postponed until the November Board meeting*

4. Workshops

- A. *Discussion regarding the level of detail of the Board of Directors' meeting minutes*
 - a) *This item was postponed until the November Board meeting*

5. General Information Reports**A. Financial Report**

- a) *There was no report*

B. Committee Reports

- a) *There were no committee reports*

C. Staff Reports

- i) *The result of the secret ballots for the nominating committee were announced: Donovan, Crowley and Hoffman*
- ii) *Berg reported the following*
 - (1) *New gates were installed to block off the water side at night for bike protection and were put into operation live 10/25/2022.*
 - (2) *Quiet area soft opening last week*

- (3) *Director of Finance & HR search Progress*
 - (a) *Posting live 10/25/2022*
 - (b) *3 weeks live and initial screening*
 - (c) *Week dec 5 first round of onsite interviews*
 - (d) *Week dec 12 second round interviews with internal hiring team*
 - (e) *Reference and background checks*
 - (f) *Goal is to have an offer out by Dec 19*
- (4) *Collins/Pingree Letter of Support for Ferry Boat Discretionary Grant submittal*

6. General Announcements

- A. Establish next meeting dates: (all meetings at 7:45 AM unless indicated otherwise)
 - a) *Executive Committee:* *Thursday, November 3, 2022*
 - b) *Personnel Committee:* *Thursday, November 3, 2022*
 - c) *Operations Committee:* *TBD*
 - d) *Finance Committee:* *TBD*
 - e) *Board of Directors:* *Thursday, November 17, 2022*
 - f) *Sales & Marketing Committee:* *No meeting planned*
 - g) *Government Relations Committee:* *No meeting planned*
 - h) *Pension Committee:* *No meeting planned*

7. Public Comment

- A. *There were no public members present*

8. Directors Comment

- B. *President Braden opened the floor for Director comments on items not on the agenda*
 - a) *Cohen shared her concern about customer service and communications*
 - b) *Donovan thanked Greven and shared a concern about the new bus stop not having a shelter. Murray volunteered to discuss with City Manager and/or Metro's Executive Director.*
 - c) *Luedke wanted a date set for implementation of ticket scanning*
 - d) *Crowley thanked Greven and would like a report from the wellness center on how well the quiet area was working*
 - e) *Hoffman thanked Greven for his service. She added that he left very big shoes to fill and had been a pleasure to work with as Treasurer.*
- C. *President closed the floor for public comments*

9. Adjournment

- A. *Crowley moved to adjourn the meeting; Max seconded.*
- B. *Berg did a roll call vote. The motion passed (10-0; Anderson left early)*

Respectfully submitted by:  James Michael Luedke (Nov 29, 2022 12:10 EST)
 James Luedke, Clerk

CBITD Board Minutes 10.27.2022 FINAL

Final Audit Report

2022-11-29

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