

CASCO BAY ISLAND TRANSIT DISTRICT
MINUTES OF THE BOARD OF DIRECTORS MEETING OF
August 27, 2020
Video/Phone in only due to COVID-19

Directors on Conference: Higgins (left call at 0800), Doane, Crowley (left early), Johnston (left early), Luedke (left call at 0830), Braden, Wentworth, Cohen, Overlock, Flynn
Directors Absent: Murray, Clark
Public on Conference: S. Anderson, J. Hoffman
Staff on Conference: Greven, Pottle, Mavodones, C. Gildart

1. Call to Order:
 - *The Board meeting was called to order at 7:52 AM by President Flynn and he noted that the meeting was being recorded.*
 - *President Flynn asked Greven to share who was attending the meeting with everybody which he did.*
2. Approve the minutes of the July 23, 2020 Board of Directors meeting
 - *President Flynn asked if there was a motion to approve the minutes*
 - *Doane moved to approve the minutes, Wentworth seconded.*
 - *President Flynn opened the floor for comments and there were none*
 - *Greven did a roll call vote. The motion passed unanimously (10-0)*
3. Business
 - a. Consideration and action regarding the Delegation of Authority to the Board President and General Manager
 - i. *Greven noted this is for the Board to consider extending the delegation of authority to the President and General Manager until the next Board meeting. If it is passed the Special Executive Committee meetings will continue weekly on Thursdays at 7:45AM.*
 - ii. *President Flynn asked if there was a motion to approve*
 - iii. *Doane moved to approve as presented, Braden seconded.*
 - iv. *President Flynn opened the floor to the public for comments and there were none.*
 - v. *President Flynn opened the floor to the Board for comments. Braden spoke in favor. Cohen shared her thoughts that she was opposed.*
 - vi. *President Flynn asked for a vote.*
 - vii. *Greven did a roll call vote. The motion passed (9-1; Cohen voted against)*
 - b. Consideration and action regarding an amendment to CBITD's Board of Directors Code of Conduct to add the following: "Item 12. I will respect the confidentiality rights of employees of CBITD, including the General Manager. If I have performance concerns, I will never engage in public personal attacks, either in a Board meeting or elsewhere, but rather will raise my concerns in a constructive manner for discussion by the Board or by administration as appropriate."
 - i. *Greven read the amendment and showed it on the screen. Braden described the reason for the amendment.*
 - ii. *President Flynn asked if there was a motion to approve*
 - iii. *Braden moved to approve as presented, Wentworth seconded.*
 - iv. *President Flynn opened the floor to the public for comments. Hoffman shared her thoughts. Anderson shared his thoughts.*
 - v. *President Flynn opened the floor to the Board for comments. Luedke thanked Braden for making the adjustment.*
 - vi. *President Flynn asked for a vote on the proposed amendment.*
 - vii. *Greven did a roll call vote. The motion passed unanimously (9-0)*
4. Workshops (None)
5. Treasurer's Report
 - a. May 2020 and preliminary Financials review
 - i. *Treasurer Overlock gave a summary of the June financials and the preliminary July numbers.*

6. General Information Reports
 - a. Staff Reports – *Mavodones gave a brief update. Greven presented ridership graphs.*
 - b. Projects update – *Pottle gave an update of the Terminal Renovation, new Peaks vessel, PM software and Peaks Transfer Bridge.*
 - c. Committee Reports - *There were no committee meetings in August. Wentworth spoke in favor of having an Operations Committee in September. Doane will connect with Braden and Mavodones in regards to an Operations Committee meeting.*
 - d. Wharf and MDOT Reports - *There were no reports*
7. General Announcements
 - a. Establish next meeting dates: (all meetings at 7:45 AM unless indicated otherwise)
 - i. Executive Committee: Thursday, September 3
 - ii. Operations Committee: Wednesday, September 16 (TBD)
 - iii. Board of Directors: Thursday, September 24
 - iv. Finance Committee: No meeting planned
 - v. Sales & Marketing Committee: No meeting planned
 - vi. Personnel Committee: No meeting planned
 - vii. Government Relations Committee: No meeting planned
 - viii. Pension Committee: No meeting planned
8. Public Comment
 - i. *Hoffman stated that after listening to ridership and financials, CBITD deserves praise during pandemic.*
 - ii. *Anderson stated he appreciated CBITD leadership but would request we don't lose sight of Operations (online ticketing, priority boarding)*
9. Adjournment
 - a. *Wentworth moved to adjourn the meeting, Doane seconded.*
 - b. *Greven asked for a roll call for the motion to adjourn. The motion passed unanimously (6-0) and the meeting was adjourned (Johnston, Higgins, Crowley and Luedke had left meeting)*

Respectfully submitted by:
Robin Clark, Clerk

