

**CASCO BAY ISLAND TRANSIT DISTRICT
MINUTES OF THE BOARD OF DIRECTORS MEETING OF
January 23, 2020**

Directors Present: Cohen, Overlock, Braden, Luedke, Clark (Arrived at 8:15 AM), Johnston, Flynn, Doane, Higgins, Wentworth
Directors Absent: Crowley, Murray
Public Present: J. Hoffman
Staff Present: Greven, Pottle, Mavodones, Gildart

1. Call to Order: *The Board meeting was called to order at 7:45 AM by President Flynn, and he noted that the meeting was being recorded.*
2. Approve the minutes of the December 19, 2019 Board of Directors meeting: *Braden noted that he was listed as both present and absent and asked he be listed as absent only. Doane moved to approve the minutes of the December 19, 2019 meeting, Johnston seconded. The vote was unanimous, and the motion passed.*
3. Business
 - a. Consideration and action regarding increasing the 2020 cruise and charter rates
Johnston and Gildart introduced the Motion
Motion: Johnston moved that the Board accept the increase of the 2020 cruise and charter rates as presented
Seconded: Braden
Public comment:
 1. *J. Hoffman pointed out the value of charters for groups having events on the islands**Board Comment:*
 1. *Braden asked why the charter rates didn't go up and what the charter rates of competitors are*
 2. *Overlock spoke to Greven's work on charter/cruise revenue and what it contributes to the bottom line*
 3. *Luedke asked if the increase was intended to raise revenue or stay in line with competitors*
 4. *Cohen expressed a desire to increase the charter rates**Vote: For: 7; Against: 2 (Luedke, Cohen)*
 - b. Consideration and action to adopt the resolution authorizing the District's President, Treasurer and General Manger to open bank accounts, sign check and perform other necessary banking and financial functions.
Motion: Johnston moved that the Board adopt the resolution authorizing the District's President, Treasurer and General Manager to open bank accounts, signs checks and perform other necessary banking and financial functions.
Seconded: Wentworth
No Public Comment
No Board Comment
Vote: For: 9; against: 0; The motion passed unanimously
 - c. Consideration and action to adopt the resolution authorizing the District's President and Genreal Manager to apply, prepare, file, execute and approve draw down for grants
Motion: Braden moved that the Board adopt the resolution(s) authorizing the District's President and General Manager to apply, prepare, file, execute, and approve draw down for Grants.
Seconded: Johnston
No public Comment
No Board Comment
Vote: For: 9; against: 0; The motion passed unanimously
2. Workshop: *The Workshop on Board responsibility and FOAA (Freedom of Access Act) refresher with Melissa Hewey was postponed due to the late hour*
3. Treasurer's Report (Out of Order)
Overlock reviewed the December 2019 financials. Discussion followed.

4. General Information Reports:
 - a. Committee Reports
 - i. *Operations Committee: Doane talked about vehicle reservations and priority/preferential boarding.*
 - ii. *Sales & Marketing: Johnston said other than the charter/cruise rates which were voted on today the only other item was the Annual Inter-Island cruise which is scheduled for Friday, February 28th.*
 - b. Staff Reports
 - i. *Mavodones pointed out that the Maquoit will be going to the shipyard in several weeks but that with the Wabanaki there should be limited impact on freight.*
 - c. Wharf and MDOT Reports: *There was no Wharf Report*
 - d. Projects update
 - i. *Pottle gave an update on the new vessel and phase II terminal renovation.*
5. Public Comment (Out of Order) *There was no public comment*
6. General Announcements
 - a. Establish next meeting dates:

i. Executive Committee:	Thursday, February 6 at 7:45 AM
ii. Operations Committee:	Thursday, February 20 at 7:45 AM
iii. Finance Committee:	Wednesday, February 26 at 7:45 AM (if necessary)
iv. Board of Directors:	Thursday, February 27 at 7:45 AM
v. Sales & Marketing Committee:	No meeting planned
vi. Government Relations Committee:	No meeting planned
vii. Pension Committee:	No meeting planned
 - b. Correspondence
7. Business (Out of Order)
 - a. *Braden made the motion to go into Executive session for a discussion of the General Manager's Evaluation pursuant to 1 M.R.S.A. Section 405(6) (A.) Johnston Seconded*
 - i. *Vote: For: 10; Against: 0; The motion passed unanimously*
 - b. *Cohen and Clark left before the end of the Executive session*
 - c. *The Board came out Executive session*
 - d. *Braden made the motion to give the General Manager a 5% salary increase and a \$10,000 merit bonus and to increase the terms of his contract through December 31, 2023. Johnston seconded. The vote was unanimous (Clark left before vote).*
8. Adjournment: *Wentworth moved to adjourn the meeting; Braden seconded; Vote: For: 8; Against: 0; The motion passed.*

Respectfully submitted by: _____
Robin Clark, Clerk