



**CASCO BAY ISLAND TRANSIT DISTRICT  
MINUTES OF THE BOARD OF DIRECTORS MEETING OF  
May 26, 2022  
In Person/Video Conference/Phone**

**Attendance**

**Webex                      In Person                      Phone                      Absent**

***Directors:***

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

***Staff:***

Berg		X		
Bishop		X		
Gildart		X		
Greven		X		
Mavodones		X		
Pottle	X			

***Public:***

L. Heineman	X			
F. Somers	X			
M. Kelsey (Late)	X			
J. Lavanture (Late)	X			

***Guests:***

J. James		X		
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**1. Call to Order:**

- A. *The Board meeting was called to order at 7:47 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. Approve the minutes of April 28, 2022 and May 10, 2022 Board of Directors meeting**

- A. *President Braden asked if there was a motion to approve the minutes.*
- B. *Anderson moved to approve the minutes included in the Board packet; Higgins seconded.*
- C. *President Braden opened the floor to Board comments*
  - a) *Hoffman requested more details in the minutes*
  - b) *President Braden asked a clarifying question*
  - c) *Donovan shared his thoughts*
  - d) *Crowley asked to add the sprint speed that was mentioned in the meeting to section 2Fav*
  - e) *Hoffman asked to add her comments made in the meeting about legal opinion. Braden asked Hoffman to send to Berg the exact wording she is suggesting.*
  - f) *Anderson and Higgins removed their motion and second so the May 10, 2022 minutes can be updated and then included in the June 23, 2022 Board meeting*
  - g) *Anderson moved to approve the April 28, 2022 minutes included in the Board packet; Donovan seconded.*
  - h) *There were no further comments*
- D. *President Braden called for a roll call vote of April 28, 2022 minutes*
- E. *Berg did a roll call vote. The motion passed unanimously (9-0; Cohen had technical issues prohibiting her from voting)*

**3. Business**

- A. *Consideration and action to adopt a Holiday schedule for Thanksgiving and Christmas*
  - i) *Berg reminded the Board a motion had been made and seconded at the April 28, 2022 meeting and that it was then postponed to the next regularly schedule Board meeting so the motion remains on the table.*
  - ii) *President Braden opened the floor for public comments*
    - (1) *There were no public comments*
  - iii) *President Braden opened the floor for Board comments*
    - (1) *Luedke asked for the schedule to be posted well in advance of the holidays*
    - (2) *Donovan asked a clarifying question*
  - iv) *President Braden called for a roll call vote on the motion*
- B. *Berg did a roll call vote. The motion passed unanimously (9-0; Cohen had technical issues prohibiting her from voting)*

**4. Workshops**

- A. *Sales and Marketing Update*
  - i) *Berg introduced Jessica James and James gave the overview of sales and marketing she gave at the Sales and Marketing committee meeting earlier in the year*
  - ii) *President Braden asked a clarifying question*
  - iii) *President Braden opened the floor for comments and questions*
    - (1) *Wentworth suggested sharing the holiday schedule now and right before the holidays. She also suggested doing a newsletter on social media and asked what schedule style will be posted on website (both).*
    - (2) *Anderson asked if there was any marketing of specific islands. J. James answered that is not done for Peaks Island*
    - (3) *Hoffman liked the recent communications on residential boarding and suggested the screens in the waiting area be used to display the departure times of the next boats.*

**5. General Information Reports**

**A. Financial Report**

a) *Greven reviewed the January financials*

**B. Committee Reports**

a) *Hoffman reported on the May Finance Committee*

b) *Anderson reported on the May Operations committee*

**C. Staff Reports**

a) *Berg gave a status update on the ARPA funding*

b) *Pottle gave an update on the renovation and new vessel project. He also reported on the meeting to discuss bike storage.*

c) *Wentworth asked a clarifying question*

d) *Mavodones shared that there are currently four marine side employees out due to COVID and that staffing will be a challenge for the holiday weekend so there may be some impact on service*

**6. General Announcements**

A. Establish next meeting dates: (all meetings at 7:45 AM unless indicated otherwise)

- i) Personnel Committee: Thursday, June 2
- ii) Executive Committee: Thursday, June 9
- iii) Finance Committee: Wednesday, June 22
- iv) Board of Directors: Thursday, June 23
- v) Operations Committee: No meeting planned
- vi) Sales & Marketing Committee: No meeting planned
- vii) Government Relations Committee: No meeting planned
- viii) Pension Committee: No meeting planned

**7. Public Comment**

a. *President Braden opened the floor for public comments on items not on the agenda*

i) *There were no public comments*

**8. Adjournment**

A. *Donovan moved to adjourn the meeting; Wentworth seconded.*

B. *Berg did a roll call vote. The motion passed unanimously (8-0; Higgins had left early, and Cohen had technical issues prohibiting her from voting) and the meeting was adjourned*

Respectfully submitted by:   
James Michael Luedke (Jul 1, 2022 12:08 EDT)  
James Luedke, Clerk