

CASCO BAY ISLAND TRANSIT DISTRICT
MINUTES OF THE BOARD OF DIRECTORS MEETING OF
November 21, 2019

Directors Present: Burr, Overlock, Crowley, Braden, Luedke, Clark, Wentworth, Flynn, Doane, Burr; By phone: Johnston
Directors Absent: Murray
Public Present: C. Hoppin, S. Cohen, S. Parrott, K. Attra, C. Chess
Staff Present: Berg, Pottle, Greven, Mavodones, Gildart

1. Call to Order: The Board meeting was called to order at 7:46 AM by President Flynn, and he noted that the meeting was being recorded.
2. Approve the minutes of the October 24, 2019 Board of Directors meeting: Doane moved to approve the minutes of the October 24, 2019 meeting, Braden seconded and the vote was unanimous and the motion passed.
3. Business: President Flynn read the introduction of the election process that was included in the Board packet.
 - a. Accept Clerk's certification of the election results
 - i. Crowley moved to accept the Clerk's certification of the election results, Clark seconded and the vote was unanimous and the motion passed.
 - b. Qualification of newly elected Directors (swearing in)
 - i. Clerk Clark swore in the newly elected Directors: Braden, Crowley and Cohen
 - c. Nomination of new Board Officers
 - i. The nominating committee nominated the existing slate of officers. There were no other nominations. A vote was taken by secret ballot and the nominated slate of officers was approved unanimously.
 - d. Election and qualification of newly elected Board Officers (swearing in)
 - i. Clerk Clark swore in the newly elected Officers: Flynn, Johnston, Doane, Overlock, Clark and Wentworth
4. Workshop: Priority Boarding
 - a. Berg gave a explanation of the history and Braden explained why he thought it should be considered again
 - b. Public comment
 - i. Chess spoke in favor of priority boarding and the use of reservation systems
 - c. Board comment
 - i. Overlock brought up the challenge of defining who qualifies for priority boarding and discussed the operational challenges and well as the extra cost to implement it which should be paid for by an increase in rates to the island(s) using it.
 - ii. Luedke asked for a clarification of the problem. Braden explained the problem was not on the boat it was getting on the boat
 - iii. Wentworth explained what CTC does and stated that if it is a safety issue it is very important to address
 - iv. Clark thought showing up 15 minutes prior to departure was not unreasonable
 - v. Crowley stated that regardless of what vessel services Peaks Island this should be looked at for the next two years as a minimum
 - vi. Cohen spoke in favor of a reservation system
 - d. A straw poll was taken and it was unanimous to have the operations committee look further into priority boarding
5. Treasurer's Report: Overlock reviewed the October 2019 financials and noted that they were preliminary due to the early meeting date. Discussion followed.
6. General Information Reports:
 - a. Committee Reports:
 - i. Operations Committee: There was no Operations Committee meeting.
 - ii. Finance Committee: There was no Finance Committee meeting
 - iii. Sales and Market Committee: Johnston reported on the recent committee meeting. It was noted the Board will be considering some rate changes to cruise and charter rates in December or January as recommend by the Sales and marketing committee. No discussion followed.
 - b. Staff Reports:

- i. General Manager: Berg reported on the status of the employee recognition, quiet room and recent industry meetings
 - c. Projects update: Pottle reviewed the status of the New Vessel and Terminal Renovation projects. Discussion followed. It was asked that there be a vessel advisory committee meeting in January for a status update.
 - d. Wharf and MDOT Reports: Pottle noted the work on the transfer bridge on Peaks Island has been delayed.
7. General Announcements
- a. a. Establish next meeting dates:

i. Executive Committee:	Thursday,	December 5 at 7:45 AM
ii. Operations Committee:	Thursday,	December 12** at 7:45 AM
iii. Finance Committee:	Wednesday,	December 18** at 7:45 AM TBD
iv. Board of Directors:	Thursday,	December 19** at 7:45 AM
v. Government Relations Committee:	No meeting planned	
vi. Pension Committee:	No meeting planned	
vii. Personnel Committee:	No meeting planned	
 - b. Correspondence
2. Public Comment (**9:00 AM**): *There was no public comment*
3. Adjournment (**9:15 AM**) Braden moved to adjourn, Crowley seconded. The vote was unanimous to adjourn (8:35 AM)

* Agenda items may be taken out order

** *Earlier than regularly scheduled due to holidays*

Respectfully submitted by: _____
Robin Clark, Clerk