

**CASCO BAY ISLAND TRANSIT DISTRICT
MINUTES OF THE BOARD OF DIRECTORS MEETING OF
JANUARY 25, 2018**

Directors Present: Braden, Robinson, Murray, Johnston, Flynn, Overlock, Crowley, Hayes, Pellerin, Burr, via phone: Doane

Directors Absent: Clark

Public Present: None

Staff Present: Berg, Mavodones, Greven, Horr, Pottle, Higham

1. Call to Order: The Board meeting was called to order at 7:47 AM, and he noted that the meeting was being recorded.
2. Approve the minutes of the December 21, 2017 Board of Directors meeting: Braden moved to approve the minutes of the December 21, 2017 meeting, Murray seconded and the vote was unanimous and the motion passed.
3. Business:
 - a. Consideration and action to adopt the resolution authorizing the District's President, Treasurer and General Manager to open bank accounts, sign checks and perform other necessary banking and financial functions
Braden moved for the Board to adopt the resolution authorizing the District's President, Treasurer and General Manager to open bank accounts, sign checks and perform other necessary banking and financial functions, and Robinson seconded. After discussion, the vote was unanimous and the motion passed.
 - b. Consideration and action to adopt the resolution authorizing the District's President and General Manager to apply, prepare, file, execute and approve draw down for grants
Braden moved for the Board to adopt the resolution authorizing the District's President and General Manager to apply, prepare, file, execute and approve draw down for grants, and Hayes seconded. After discussion, the vote was unanimous and the motion passed.
 - c. Executive Session
 - i. Discussion regarding General Manager's employment agreement pursuant to 1 M.R.S.A. Section 405 (6)(A) (if needed)
This item was postponed
 - ii. Discussion with Labor Consultant on collective bargaining pursuant to 1 M.R.S.A. Section 405(6)(D) (if needed)
This item was postponed
4. Workshop: None
5. Treasurer's Report: Treasurer Overlock reported that the revenues of \$203k for the month was favorable to budget by 20%, as freight and passenger numbers continue to do well. Expenses of \$461 were unfavorable to budget by 6.2%, mostly due to the timing of Personnel expenses. Grant revenue of \$37k was 55% below budget, due to timing as well. For YTD, revenue was on par with \$779k this year vs. \$797k last year. YTD expenses were \$165k favorable compared to last year, mostly due to the delay in drydock expenses for the Wabanaki. The aggregate surplus/loss was a negative variation of \$483k this year vs. \$259k last year. The cash balance is \$3.2 million.
6. General Information Reports:
 - a. Operations Committee: None
Finance Committee: None
Sales & Marketing Committee: Chair Johnston reported that the Annual Inter-Island Cruise will be held on Friday, February 9th.
 - b. Staff Reports:

General Manager's Report: Berg reported that Barbara Sawtelle will be retiring after 34 years with CBL, and there will be a search for her replacement in the Accounting department. Discussions continue regarding CBL's lease with the City of Portland. CBL will also be receiving past due garage funds. Berg will be attending the PVA (Passenger Vessel Association) annual conference next week.

Operations Manager's Report: Mavodones reported that the Wabanaki is going to the shipyard next week for a month, with the Maquoit following. The bent wheel on the Machigonne will be fixed sometime between the two other vessels being away.