



Rural Community Transportation, Inc.

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"COMMUNITY IS OUR MIDDLE NAME"

RCT Board of Directors Meeting

Monday, December 14, 2020, 9:00AM

Video and Teleconference

Present: Rob Moore, Linda Lyman, Russell Curtis, Judy Nommik, Jonathan Davis, Christine Dudley, Melinda Gervais Lamoureaux, Justin Bartin-Caplin

RCT Staff and Guests: Nick D'Agostino, Brian Pickard, Timothy Bradshaw

Meeting called to order at 9:06AM by Russell Curtis

1. Introductions & Opportunity for Public Comment: No members of the public present.
2. Approval of November 2020 Minutes: Motion to approve by Russell, second by Judy. Motion passed without opposition.
3. Financial Review by Russell Curtis and Brian Pickard: The Finance Committee met last week to review progress on the audit. An RFP released for a new accounting software system. Proposals are due by December 29 and a decision on a new system will occur in early January. Sharon Klein has joined RCT as the Accounting Manager and has been a huge help in moving the audit forward. The Finance Committee is planning to meet again in January to review the audit and monthly financials.
4. VTrans Update by Tim Bradshaw: The pandemic remains the biggest concern. VTrans has approved a grant request to fund the purchase of ultra-violet light sanitizing wands and air purifiers for transit offices. One public transit coordinator (at VTrans) transferred to the contact tracing team; therefore, Tim has more accounts to oversee. VTrans is hoping for a new Federal stimulus package.
5. Executive Director Update: The position of Operations Manager is currently open and we are actively searching for a replacement of Cass Lyons. VPTA continues to negotiate with DVHA over the NEMT contract and manual. The RCT website now features videos on the home page. Most office staff are now fully remote. The new phone system allows call center agents to use the system remotely.
6. Nominating Committee Update: Christine Dudley provided an update regarding the search for a director candidate from Lamoille County. She is reaching out to CHSLV, and Rob Moore will provide specific contact info for someone there and he suggested she ask folks involved with the Recovery Center. Russell has yet to hear back from the Lyndonville Town Manager regarding a new director.
7. Old Business: The Personnel Committee will meet before the end of the calendar year to discuss a climate survey. Russell inquired about looking into an HR service such as Bambee, which Nick has done.
8. New Business: Judy Nommik inquired about the proper staff person to deal with client complaints. All comments/complaints should go to Nick.
9. Next Meeting: February 8, 2021.
10. Motion to adjourn made by Jonathan, second by Judy. Motion passed without opposition. Meeting adjourned at 9:37AM.