



Rural Community Transportation, Inc.

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"COMMUNITY IS OUR MIDDLE NAME"

RCT Board of Directors Meeting

Monday, March 8, 2020, 9:00AM

Video and Teleconference

Present: Rob Moore, Linda Lyman, Russell Curtis, Judy Nommik, Christine Dudley

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

Meeting called to order at 9:00AM by Russell Curtis

1. Introductions & Opportunity for Public Comment: No members of the public present.
2. Approval of February 2021 Minutes: Motion to approve by Christine, second by Linda. Motion passed without opposition.
3. Financial Review by Brian Pickard: Review of FY21 Q3 financials to date. Reconciliation of the Recovery & Job Access and R2W programs discussed in February meeting had slight impacts on Q2 financials, which required revisions to the numbers. This is due to the new cost allocation system being based on percentage of total miles, plus oversights of staff payroll not being allocated properly. Financial software conversion to SAGE Intacct going well and on pace for May 1, 2021 changeover. Currently recruiting for new accounting manager as Sharon Klein is returning to former industry.
4. VTrans Update by Tim Bradshaw: Tim will reach out to design engineers for the RCT bus facility study as soon as the project scope is provided (should be this week). It is almost grant application time and VTrans is in a good position for funding grants at 100% (no local match). There has been a big uptick in Recovery & Job Access trips and VTrans awarded RCT an additional \$80,000 for the project. VTrans has identified a funding gap for this type of transportation and the data from this project will be sent to the FTA with the hopes of securing future funding.
5. Executive Director Update: We have reports from 17 towns so far regarding appropriations, all affirmative. The total so far is \$48,000. Total if all towns pass will be \$140,000. There were no issues with discrimination testing on the 403(b) account to enact all changes passed by the board. We are working on setting this up now. We are still searching for an accounting manager and are working with our HR consultant to develop an HR job description (will be shared with personnel committee once completed). Nick has been elected to be VPTA's board vice-president. Nick also testified in front of the House Transportation Committee this month. Statewide PMPW counts have declined dramatically due to anniversary of the start of the pandemic.
6. Nominating Committee Update: Of the members with expiring terms, Russell and Melinda will be stepping down. There was a discussion regarding changing towns and how to find candidates for the June annual meeting.
7. Old Business: Russell asked about the cultural consultant and survey status. There was a request to review this with the personnel committee.
8. New Business: None

9. Next Meeting: April 12, 2021.
10. Meeting adjourned at 10:07am