



Rural Community Transportation, Inc.



1677 Industrial Parkway, Lyndonville, VT 05851

Tel: (802) 748-8170 Fax: (802) 748-5275

www.rideRCT.org

“The Ruby in the Kingdom”

It is the vision of RCT to establish a solid foundation for regional development of a safe efficient public transportation system.

RCT Board of Directors Meeting

Saturday September 10, 2016

Lake Elmore State Park Pavilion Building

10:00 AM

Present: Melinda Gervais-Lamoureux, Robert Wilkins, Rob Moore and Judy Nommik.

Staff present: Mary Grant, David Towle, Cherryll Bunnell, Tasha Carpenter and Sandy Thorpe.

Melinda called the meeting to order at 10:36 am.

- 1. Approval of August 8, 2016 meeting minutes: Judy Nommik made a motion to approve the minutes of August 8, 2016, Robert Wilkins seconded, and the motion passed.**

- 2. Financials:**
 - A. Approval of July 2016 Financials subject to audit: Cherryll reviewed the financial statements; the July financial statement is net for activities for July only, the schedule of activities is accurate, the Admin staff are reviewing their budgets monthly and Cherryll is also planning to present a training on budgets for them. Each program was reviewed.**

New route schedules are out, new routes in Newport and ST Johnsbury have started and Littleton will start in Monday 9/12/16.

The Auditors are coming in next week and they expect to have a draft by the October meeting.

Robert Wilkins made a motion to approve the July 2016 financials, subject to audit, seconded by Rob Moore and the motion passed.



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- 3. Contracts and Grants:** Mary Grant stated RCT is still waiting for AOT prepayments, everything in there is great, all requests were approved. VPTA has submitted a bid for the Medicaid contract; the current Medicaid contract is in effect until December 31, 2016. All school contracts have been signed.

RouteMatch is working to help other brokers that have been struggling with the new systems and the reports. Elsa Roth is working with RCT and the Users Group to assist everyone. AOT is accepting spreadsheets from brokers to submit payment. RCT is not moving forward with RouteMatch until the current issues are resolved.

- 4. Election of Officers:** A motion to table elections of officers was made by Judy Nommik, seconded by Rob Moore, and the motion passed. Election of officers will be put on the October agenda.
- 5. Next Meeting:**
 - A. Date: October 17,2016: in Lyndonville**
 - B. Items for next meeting agenda: Election officers, leadership policy, Net Asset Policy, Gift Policy, recommendations for safety issues, Risk management, policy, Auditors, and Video policy.**
- 6. Motion to Adjourn:** Judy Nommik motioned to adjourned at 11:03 am.



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Sandy Thorpe

10/17/16

Notes taken by Sandy Thorpe

Robert Wilkins

Oct 17, 2016

Submitted by Robert Wilkins and approved on:

Date