



Rural Community Transportation, Inc.

1677 Industrial Parkway • Lyndonville, Vermont 05851

Phone: (802)748-8170 • Fax: (802)748-5275 • <http://riderct.org>

"COMMUNITY IS OUR MIDDLE NAME"

RCT Board of Directors Meeting

Monday, March 9, 2020, 11:00AM

RCT Headquarters, Lyndonville, VT

Present: Robert Moore, Linda Lyman, Bob Wilkins, Russell Curtis, Judy Nommik, Justin (Tin) Barton-Caplin, Fred Saar, Jonathan Davis

RCT Staff: Nick D'Agostino

Meeting called to order at 11:00AM by Russell Curtis

1. Introductions
2. Approval of February Minutes: Motion to approve by Fred, seconded by Rob. Motion passed without opposition.
3. Approval of unaudited December 2019 unaudited financials: Question from Judy regarding why R2W trips are down compared to last year. Nick responded with information regarding structure of R2W program, additional funding sources impacting the R2W rides. Motion to approve by Russell, seconded by Fred. Motion approved with no opposition.
4. VTrans Update: None.
5. Executive Director Update: Mileage reimbursement rate questioned by Nick as BOD members are volunteers and feels RCT should be reimbursing at IRS volunteer rate, not staff rate. Board asked that Nick do more research. Nick asked whether members were utilizing the tablets provided by RCT. If not, the agency would like to cancel the service to save money. No member objected. Transfer of GMT routes (US 2 Commuter and Lamoille County) still moving forward and expected to start July 1. Nick has been in frequent communication with VTrans and VPTA regarding preparedness for COVID-19. Nick has updated staff and volunteers with CDC-produced information and best practices. All RCT vehicles are being frequently sanitized.
6. Schedule of Board meetings (frequency, time): Russell suggested the frequency of meetings be reduced to every other month. In addition, he suggested the meeting time move to 9:00AM and not include lunch (to reduce expenses). There was no opposition to the change. The next meeting will be in May, then June (due to annual meeting requirement), followed by August.
7. Old Business: Review of RCT organizational chart. Request to add BOD. Also, Rob asked Nick to forward a copy of the latest BOD bylaws to each member for review and signature.
8. New Business: Russell requested each member schedule a time with him for individual meetings to review roles, goals, etc.
9. Motion for need for executive session regarding personnel made by Bob, seconded by Russell. Motion approved.
10. Motion to enter executive session for personnel made by Fred, seconded by Russell. Motion passed.
11. Motion to exit executive session made by Russell, seconded by Linda. Motion passed.

12. Next meeting: May 11, 2020 at 9:00AM, RCT Headquarters in Lyndonville
13. Motion to adjourn made by Fred, second by Russell, motion passed without objection.