



# RURAL COMMUNITY TRANSPORTATION

Meeting Book - June 2024 Board of Directors Bi-Monthly Meeting

9:00

**Call to Order**  
Tin Barton-Caplin

Call to Order

**Public Comment**

**Modifications to the Agenda**  
Tin Barton-Caplin

9:05

**Introductions**  
Caleb Grant

9:10	<b>Approval of Board Meeting Minutes</b> Tin Barton-Caplin	Approval
	Minutes for * Meeting Book - April 2024 Board of Directors Monthly Meeting.docx	
9:15-9:45	<b>Discussion: Written Committee Reports and Updates</b>	
9:15	- VTRANS Jeremy Whiting	
9:25	- Finance/ Finance Committee Mike Moore	
	RCT April Financial Dashboard.pdf	
9:35	- Executive Director Caleb Grant	
	Executive Director Report 6:24.docx	
9:45-9:55	<b>Leadership Team Update/ Strategic Plan Update</b> Caleb Grant	
	RCT Strategic Roadmap 2024 - 2027.pdf	
	RCT Strategic Plan - Quarterly Goals and Priorities Deck.pdf	
9:55-10:00am	<b>RCT Drug and Alcohol Policy</b> Caleb Grant	Adoption of Update Drug and Alcohol Policy
	RCT Drug And Alcohol Policy 5-7-2024 .docx	
10:00-10:30	<b>Transit Development Plan Presentation</b> Stephen Falbel, Steadman Hilll	
	RCT Transit Development Plan 2024.pdf	
10:30-10:50	<b>RCT Board of Directors Committee Discussion</b> ARTICLE VI. COMMITTEES	
	<p>The Executive Director or their delegate shall serve as a non-voting, ex officio member of all committees. All voting Board Directors, including alternates, are expected to serve on at least one committee.</p>	
	<p>SECTION 1. Executive Committee. The Executive Committee shall consist of the President, Vice President, Secretary, and Treasurer. The Executive Committee, upon the attendance of its members, may, with a simple majority, have the authority to make interim decisions in cases requiring immediate action, subject to ratification by the Board of Directors at its next meeting. The Executive Committee shall also be responsible for making recommendations to the Board of Directors for the evaluation of the Executive Director. When hiring a new Executive Director, the Board may decide to form an ad hoc search committee or may delegate this to the Executive Committee.</p>	
	<p>SECTION 2. Nominating Committee. The Nominating Committee shall include the President and two or more additional Directors, and up to three other persons from Counties served by the Corporation, as elected by the Board of Directors at a regular meeting of the Board of Directors. The committee shall meet from time to time as necessary for the purpose of recruiting and recommending to the Board qualified people to fill vacancies on the Board of Directors.</p>	
	<p>SECTION 3. Personnel Committee. The Personnel Committee shall consist of three Directors, as elected by the Board of Directors at a regular meeting of the Board. The Personnel Committee shall review the Personnel Policies and make recommendations to the Board of Directors for changes to the Personnel Policies.</p>	
	<p>SECTION 4. Finance Committee. The Finance Committee shall consist of the Treasurer and two or more additional Directors as elected by the Board of Directors at a regular meeting of the Board of Directors. The committee shall meet regularly to review organizational financial statements, to review and recommend changes to financial policies, and to ensure the audit is completed in a timely fashion. The committee may also support the Executive Director in areas of development and/or investing.</p>	
	<p>SECTION 5. Other Committees. By the act of the Board of Directors other committees may be created from time to time, as needed, to carry out the purposes of the Corporation. Membership on special committees shall include at least two Directors and, as desired, other interested and knowledgeable people, not necessarily on the Board of Directors.</p>	

SECTION 6. Committee Mandates. By act or resolution, the Board of Directors shall specify any further duties to be performed by the Executive, Personnel, Nominating, or Finance Committees. By act or resolution, the Board of Directors shall mandate the duties of other Committees created under this Article.

SECTION 7. Director Service on Committees. Each Director shall serve on at least one Committee established or created under this Article.

10:50-11:00

**Executive Session**

Tin Barton-Caplin

Determination of Need for Executive Session per 1 VSA 313(a)(1)\*  
Executive Session if Need is Determined\*