

CENTRAL WEST VIRGINIA TRANSIT AUTHORITY

The Board of Directors of Central West Virginia Transit Authority met in the Training Room of the Central West Virginia Transit Authority on January 25, 2016 at 5:00 p.m. In addition to members of the public the following were in attendance:

Bob Kramer	Mark Griffith
Jeff Nelson	Vanessa Perkins
Tom Durrett	Chris McCarthy
Anita Bower	

Meeting brought to order by President, Robert Kramer, at 5:00 p.m.

First item on the agenda was approval of the January 11, 2016 special meeting minutes. Motion made by Nelson to approve the minutes. Seconded by Durrett. Motion carried.

Next the president opened the floor for public comment. No member of the public commented.

Third item of business was employee evaluations for both office personnel and board legal counsel. Brief discussion regarding when to hold evaluations and possible evaluation forms to be used. Counsel reminded board that By-Laws allow for the formation of a committee to oversee the evaluation process.

Motion made by Bower to form an evaluation committee and have Jeff Nelson and Chris McCarthy serve on that committee. Seconded by Durrett. Approved by all.

Fourth agenda item was the summary of the special meeting. President gave a synopsis of the special meeting for all in attendance.

Fifth agenda item addressed was status of projects. General Manager informed Board that the lighting project would start February 1, 2016 weather permitting. Mark Griffith reported that the canopy project required some additional investigation regarding support for the canopy poles but the project is proceeding.

Sixth agenda item discussed was creation of a contract committee. Jeff Nelson made motion to appoint Anita Bower and Tom Durrett to serve on the committee to negotiate the union contract. Seconded by McCarthy. Approved by all.

Next agenda item addressed was need for a policy committee to review and propose updates to CENTRA policies where needed.

Agenda item eight regarding drug and alcohol policy was addressed next. General Manager proposed a new policy that tests for a larger group of drugs than the current policy provided by the FTA and DOT. Brief discussion followed regarding

how to transport anyone in need of testing. Motion made by Durrett to approve plan as presented. Seconded by Nelson. Approved by all.

Next item addressed was request of the Clarksburg Harrison Public Library that CENTRA cease dropping passengers off on library property. Brief discussion followed. Board agreed that no passengers are to be dropped off on library property.

Motion made that buses come down Library Lane and drop passengers off on CENTRA property only. Seconded by Durrett. Approved by all.

The finance report was the next item business addressed. Brief review of Profit & Loss Budget Performance Report. Brief discussion regarding on the amount of funds in the BB&T Capital Expense Reserve account.

Discussion regarding need to remove, Jim Smith, previous board president, from the signature cards and add Vice Presidents, Anita Bower, as authorized signature. Brief discussion regarding need to have officers appear on the signature cards. Anita Bower objected to her name being added as authorized signatory due to the number of individuals currently listed as authorized signatories. Discussion was tabled until the next meeting.

Motion made by Nelson to remove Jim Smith from the signature cards and include all members of the executive committee to the bank signature cards. Seconded by McCarthy. Approved by all.


Motion to made by McCarthy to go into executive session to discuss personnel issues pursuant to the attorney client privilege. Seconded by Nelson. Approved by all.

Motion made by Tom Durrett to come out of executive session. Seconded by Bower. Approved by all.

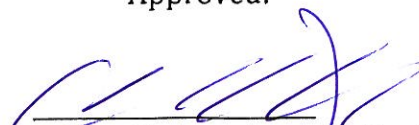
Motion made to adjourn by Nelson. Seconded by McCarthy. Approved by all.

No other business to address a motion to adjourn was made by Durrett, a second by Nelson. Motion carried and meeting adjourned at 6:23 p.m.

Approved:


Robert Kramer
President

Approved:


Christopher J. McCarthy
Secretary-Treasurer