

**CONNECT TRANSIT BOARD OF TRUSTEES**

**MONTHLY BOARD MEETING MINUTES – OCTOBER 22, 2019**

**351 Wylie Drive – Board Room #135  
Normal, Illinois 61761**

The October regular monthly meeting of the Board of Trustees of Connect Transit was held at 4:30 p.m. in the Board Room of Connect Transit located at 351 Wylie Drive, Normal, Illinois 61761.

TRUSTEES PRESENT: Chairman Mike McCurdy  
Vice Chairman Ryan Whitehouse  
Secretary Monica Bullington  
Trustee Julie Hile  
Trustee John Bowman (arrived at 4:45 p.m.)

TRUSTEES ABSENT: Trustee Judy Buchanan

CITY MANAGERS: Town of Normal Manager Pam Reece  
Bloomington City Manager Tim Gleason - Absent

STAFF PRESENT: General Manager, Isaac Thorne  
Pat Kuebrich, Finance Director  
Cassie Mosier, Procurement Manager  
Brady Lange, Maintenance Manager  
Julie Dockham, HR Director  
Brendan O'Neill, Outreach Coordinator  
Steve Stockton, IT Manager  
Jill Bower, Board Clerk

The monthly meeting of the Board of Trustees of Connect Transit was called to order by Chairman Mike McCurdy at 4:30 p.m. Roll call was taken. Chairman McCurdy stated that the *Cardinal Infrastructure Federal Report* placed on the website in the Board Packet will be corrected having a copy sent to all Trustees via email.

**PUBLIC COMMENT**

No public comments.

**CONSENT AGENDA**

1. Approval of Minutes of September 24, 2019 Board Meeting
2. Disbursements for the month of September 2019
3. Monthly Statistical Report for September 2019 - *Addendum*
4. Cardinal Infrastructure Federal Report - *Addendum*

Chairman McCurdy called for a *Motion to Approve the Consent Agenda*. Trustee Bullington so moved, seconded by Trustee Hile.

**DISCUSSION**

Trustee Hile spoke of the ridership numbers and asked the General Manager to comment.

General Manager Thorne stated that the decrease in ridership for September and October is attributed to the Redbird Express route. Excluding this route in 2018-2019, the decrease this month is 75 rides; year to date – the Redbird Express shows a decrease of 2.6%; excluding the Redbird Express from yearly ridership, ridership is still up 3,500 rides per year. However, the Redbird Express ridership numbers are decreasing Connect’s overall ridership on a monthly and year-to-date level. Connect is preparing new information for ISU students in the form of a specialized brochure to assist new students. Connect did not see this decrease last year and numbers having shown an increase for the last 15 months, adding that the Tri-Tower construction could have been a factor in the small drop in ridership on the Redbird Express.

The Board briefly discussed the procedure of communicating revisions to *Minutes* in advance of each meeting and confirmed that all errata to *Minutes* should go through the Secretary, Monica Bullington.

Trustee Bowman requested clarification on expense items which were clarified by Connect’s IT Director, Steve Stockton and its Procurement Specialist, Cassie Mosier.

AYE: All  
NAY: None

The Board approved the *Consent Agenda*.

**NEW BUSINESS**

***Connect Transit FY2019 Financial Audit***

General Manager Thorne introduced Adam Pulley, Principle of the Peoria office of *CliftonLarsonAllen, LLP*, Connect Transit’s auditors, to present Connect Transit’s 2019 Financial Audit. Mr. Pulley presented there were no items to report. (See Board Packet.)

Chairman McCurdy asked the Board for a *Motion to Approve the Connect Transit FY2019 Financial Audit*. Moved by Trustee Bowman, seconded by Trustee Bullington.

AYE: All.  
NAY: None.

The *Connect Transit FY2019 Financial Audit* was approved by the Board.

**GENERAL MANAGER’S REPORT**

General Manager Thorne stated that at the next Board Meeting he would like to have the Board discuss meeting dates for 2020 Board Meetings and added that at the next Board Meeting, Trustees will also review *Executive Session Minutes*.

**TRUSTEE'S COMMENTS**

Chairman McCurdy stated that at the next Board Meeting, the Board will review and evaluate the General Manager. The Chairman also suggested the November Board Meeting be moved from the scheduled date of November 26<sup>th</sup> to Thursday, December 5<sup>th</sup> to accommodate holiday travel.

Trustee Hile requested she would like to see added to the Trustee's packet each month updates on progress of the bus stops. General Manager Thorne stated that going forward he will provide a monthly report on infrastructure improvements to the Board and place that item on the Consent Agenda.

**ADJOURNMENT**

There being no further business, Chairman Mike McCurdy entertained a *Motion for Adjournment*.

Trustee Monica Bullington moved to adjourn, seconded by Trustee Ryan Whitehouse.

AYE: All  
NAY: None

Motion carried, and the Board of Trustees adjourned the October regular monthly meeting at 5:08 p.m.

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Secretary Monica Bullington

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Jill Bower – Board Clerk

[SEAL]