



# MINUTES

## TANK Board of Directors Meeting

December 13, 2023

ZOOM Conference

Call to Order: 5:30 p.m.

### CALL TO ORDER AND PLEDGE:

Ms. Thompson called the meeting to order at 5:30 p.m. and asked all to recite the Pledge of Allegiance.

### IN ATTENDANCE, Board Members:

Gina Rittinger	Scott Guenther	Eric Hall
Bill Voelker	Ed Kuehne	Laura Thompson
Brian Ellerman	Missy Miles	

### IN ATTENDANCE, Staff/Other:

- Gina Douthat, General Manager
- Sean O’Leary, Deputy General Manager
- Bill Hock, Director of Maintenance
- Alex Fuchs, Director of Finance
- Renae Turner, Director of Admin/HR

**AUDIENCE RECOGNITION:** none

### APPROVAL OF MINUTES:

*Motion to approve the November 8, 2023 Board Minutes.*

Motion: Eric Hall

Second: Missy Miles

Discussion: None

Action: **Motion Passed**, unanimously.

### REPORTS:

#### FINANCE COMMITTEE:

The Finance committee did not meet.

#### October FY 2024 Financial Statements

Mr. Fuchs provided an overview of the October financial statements. Total ridership for the year to date is up about 21% over last year.

For the OctFY24 vs OctFY23: fixed route ridership is up overall 12%, Southbank Shuttle is up 3% and RAMP gained 11.5%. Passenger revenue was \$8,000 less than budgeted.

TANK operated \$28,098 over budget for the month and is operating \$797,367 under budget for the year.

Expenses were under budget in all areas, except Casualty and Liability. The financial condition remains good for the organization.

Note: We are kicking off the budget process a bit early this year, starting with the capital budget. We’ll be looking at the board approvals process beginning in February/March 2024.

#### Mobile Cellular Router Purchase:

Mr. Hock reviewed the purchase memo (attached) outlining the purchase of 100 Mobile Cellular routers for the CAD/AVL project. Mr. Hock answered several clarifying questions about the recommended equipment and the comparative pricing information.

*Motion to approve the GM or designee to execute a purchase contract between TANK and Discount Cell, LLC at a total cost of \$332,780 for the purchase of 100 mobile cellular routers.*

Motion: Scott Guenther

Second: Brian Ellerman

Discussion: None

Action: **Motion Passed**, unanimously.

**PLANNING AND MARKETING COMMITTEE:**

The committee did not meet.

**OPERATIONS COMMITTEE:**

The committee did not meet. The November safety and preventable collision report is in the packet.

**GENERAL MANAGER REPORT:**

Ms. Douthat reminded the board of the February Board Retreat.

**OLD BUSINESS:** None.

**NEW BUSINESS:** None.

**GENERAL COUNSEL:**

**ADJOURN:**

*Motion to adjourn the meeting at 5:45 p.m.*

Motion: Brian Ellerman

Second: Bill Voelker

Discussion: None

Action: **Motion Passed**, Unanimously