



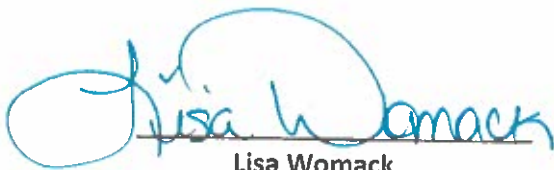
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March 21, 2023

## Board Meeting Minutes

1. **Call to order:** Quorum was established at 2:01 pm Chairman Holmes opened the meeting. The following Board Members were present: Dude Payne, Chris Whittaker, Neal Bess Jr, Chairman Holmes, David Jordan, Amy Skicki, Rick Elizondo, Gerald Roznovsky Joined Zoom Paula Alexander
2. **Citizens Comments:** none
- ❖ **Operations Report:** Ted spoke about the increase in ridership in Paratransit. In both Brazoria and Galveston County, Ted showed the new Operations report he has created there was a slight increase in fixed routes, and an increase in Paratransit.  
Brazoria has 4 part time positions open Galveston County has no vacant positions open with one open position in Park and Ride.
- ❖ **Budget and Finance Report:** Worth spoke to the FY 2023 Budget spoke on funding sources and upcoming grant funding
- ❖ **Directors report:** Sean Middleton spoke about all the discussions items spoke to the board about the letter from TXDOT on upcoming grant money concerning Island Transit.
4. **Discussion items:**
  - Board member nominations (Action item)
  - Revisit discussion on Board meeting times & locations (Action item)
  - Maintenance facility update
  - Employee handbook Revision (Action item)
  - Manager's Standard Operating Procedures (Action item)
  - Update on 2020 Census & FTA/DOT discussions,
  - Discussion on vehicle purchase with TXDOT Grants (Action item)
5. **Consent Agenda:**
  - a. Review and approval of January Board minutes on motion by David Jordan, seconded by Amy Skicki, the board voted to approve January Board minutes the motion carried with all members voting in favor approved
  - b. Review and approval of January and February check register: on motion by David Jordan, seconded by Amy Skicki, the board voted to approve the January and February check register the motion carried with all members voting in favor.
6. **Action Items:**

- a. Consider approval of the updated Employee Handbook on motion by David Jordan, seconded by Amy Skicki, the board voted to approve the updated Employee Handbook the motion carried with all members voting in favor.
  - b. Consider approval of the Managers Standard Operating Procedures on motion by Neal Bess Jr, seconded by Gerald Roznovsky, the board voted to approval to approve the Managers Standard Operating Procedures the motion carried with all member voting in favor
  - c. Consider approval of the Board member nominations and Officer nominations on motion by Neal Bess Jr, seconded by David Jordan the board voted to approved to keep the Board Members and Officer in place motion carried with all members voting in favor.
  - d. Consider approval to purchase roiling stock by using TXDOT grants and matching required match with local funds on motion by Dude Payne, seconded by David Jordan the board voted to approval to purchase rolling stock by using TXDOT grants and matching with local funds the motion carried with all member voting in favor.
  - e. Consider approval of Board Meeting location for future Board Meetings on motion by Chris Whittaker, seconded by Neal Bess Jr the board voted approval to Rotate between counties the motion carried with all members voting in favor the board asked that a report be given to them in months on how the system is working out.
7. Next Board of Directors meeting will be in-person May 16 ,2023 2:00 PM Lake Jackson Facility
  8. **Adjournment:** There being no further business to bring before the Board of Directors the meeting was adjourned at 2:38 pm.



Lisa Womack  
Secretary to the Board of Directors



Stephen Holmes  
Chairman to the board of directors