**Board of Trustees**

**July 23, 2020**

**215 E. Montgomery St., Creston, IA**

**Conference Room – 1:00 p.m. – Minutes**

Meeting minutes approved by the Southern Iowa Trolley Board of Trustees on:

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Board Chairman Transit Director Date

Members: Ringgold/Kraig Pennington (absent) Adair/Steve Shelley/Vice Chair (via phone) Clarke/Larry Keller (absent) Adams/Merlin Dixon Union/Rick Friday (via zoom) Decatur/Dan Christensen/Chair (via phone)

Taylor/Jerry Murphy (in person)

Staff: Leesa Lester, Transit Director (In office & zoom)

Others Present: Stu Burzette/SICOG (via zoom)

**The Board of Trustees of Southern Iowa Trolley** met in regular session on July 23, 2020, in person and by electronic means pursuant to the provisions of the Iowa Open Law Meetings Law, Section 21.8, Code of Iowa, as a result of substantial community spread of COVID-19.  The meeting was open to the public and the supervisors in attendance via zoom meeting were, Dan Christensen, Merlin Dixon, Rick Friday, Steve Shelley, and Stu Burzette/SICOG. Jerry Murphy attended in person. The meeting was called to order at 1:01 p.m. by Christensen.  A motion to adopt the agenda was made by Friday, second by Dixon.  A motion to approve the May28th minutes was made by Dixon was second by Murphy.  Motion carried. (Murphy signed both April 30th and May 28th Minutes) Lester gave an update on the ridership and again that due to the COVID-19, ridership ended FY20 very low compared to a year ago. A motion to approve the ridership was made by Dixon and second by Shelley.  Motion carried. Financial reports were reviewed, approved with the motion from Shelley and second by Dixon.  Murphy made the motion to approve disbursements from May28-July 22, 2020. Friday second and the motion carried. A discussion was held on changes to the employee handbook ref full and part-time vacation (annual leave). A motion to table the approval was made by Shelley and 2nd by Dixon with the motion carrying. A second employee handbook change was discussed reference the Permit to Carry Concealed Weapons. A motion to table the change until next board meeting was made by Dixon and 2nd by Friday, for Lester to clarify with H.R. consultant reference wording and authority to request copy of Permit to Carry to put into employee file. Lester then updated the board on school decisions advised the board, the child ridership would be changed to include that children will be required to wear masks as the schools were doing. She also advised the Covid numbers were still rising in each county served. The Incentive pay was planned to end July 31st; however, the decision to extend it would be made based on the unemployment extension. S.I.T. is still in need of Lysol disinfecting sprays and wipes for the drivers were still needed. Last discussion item was the FY20 Investment Report that was included in the meeting emails, as required each year, stating ending bank balances. At 2:56, Friday made the motion to adjourn, second by Dixon, motion carried. The next scheduled meeting will be held Thursday, September 24th, 2020 at 1:00 p.m. An in person meeting is planned at the office; however, due to COVID-19 CDC Social Distancing recommendations, a Zoom Meeting and call in number will still be provided on Southern Iowa Trolley Web Site and via Facebook.  This meeting is open to the public and accessible to individuals with disabilities.  If you have special needs, please contact Leesa Lester, Transit Director at 641-782-6571.