



## RCTC 's Board Meeting Agenda

Friday, Aug 16, 2024 -- 9:00 a.m. @ RCTC

RCTC's Conference Room

Conference Call – 1 (978) 990-5000 Access code : 565928#

### Commission Members

David Willingham, Christine Newkirk, Pete Boss, Jennifer Shearer,  
Jeremy Jacobs, Al Hraban, John Hoover, John Moore, Suzanne Vohs  
RCTC Staff – Sheryl Kisling-Werner- Manager, Tonya Sweeney- Fiscal

Call the Meeting to Order –Jen Shearer

Roll Call

Public Comments

Approval of Last Meeting Minutes – June 7<sup>th</sup>, 2024

### Agenda items for meeting

*Elect 2<sup>nd</sup> Chair for RCTC Board of Commissioners*

### Finance Committee Recommendations for Consideration :

*WisDOT Audits Update ( YR 2007 ) (YR 2015, 2016, 2017,2018)*

*Enterprise Bldg Lease*

*ACH and Direct Deposit*

*Approval of Procurement for Shop Maintenance Truck / Plow*

*Fiscal / HR Position*

### Finance Report – Sweeney

*Payables /Credit Card /Bank Rec review - Hraban*

*2024 YTD Financial Report*

*2025 Budget update*

*2023 RCTC Audit update*

### Transit Director -Sheryl Kisling-Werner

*GTFS- General Transit Feed Specifications*

*Vehicle Delivery (vans) - 7.22.2024*

*Bus / issues*

*Vehicle Disposal*

*Service Updates*

### Staff Report: Sheryl Kisling-Werner

1- PT / Driver – Retirement / 2 PT / Driver hired 1 PT / Driver re-hire

### Safety Report- Sheryl Kisling-Werner

*Bldg Fire Inspections - no violations*

*Vehicle fire extinguisher exchange complete*

*Annual Fire Extinguisher Use Training - 8.14.2024*

### Grant Applications/ Budgets – if applicable - Review/Approve:

Next Board Meeting date slated – Friday, Oct 4<sup>th</sup>, 2024 @ 9am RCTC Conference Room

Next Finance Committee meeting date- Sept 27, 2024, 9am RCTC Conference Room

Adjournment time