



**GUIDELINES FOR ORDER OF BUSINESS
REGULAR MEETING BOARD OF TRUSTEES**
PLACE: OFFICE OF THE SPRINGFIELD MASS TRANSIT DISTRICT
928 South Ninth Street
Springfield, IL 62703

DATE & TIME: Tuesday, October 23, 2018 - 4:30 p.m.

A G E N D A

I. ROLL CALL

II. APPROVAL OF MINUTES OF REGULAR MEETING OF September 24, 2018

III. MANAGING DIRECTOR'S REPORT

- a. Managing Director - General Comments
- b. Director of Finance & Administration - General Comments
- c. Director of Operations – General Comments

IV. REPORTS

- a. Approval of August and September's Financial Statements and September Cash Disbursements Diane Townsend
- b. Board Committee Reports
 - Finance-Investment Report Doss/Coplea
 - Operations Davsko/Douglas
 - Administration Hasara/McCarthy
- c. Planning Commission Report Jason Sass
- d. Disabled Person Advisory Committee Report Pete Roberts

V. NEW BUSINESS

- a. Approval of the Authorizing Resolution for the FY19 Downstate Operating Assistance Grant Diane Townsend
- b. Approval of changes to the Investment Policy Diane Townsend
- c. Approval of changes to the Administration Policy Frank Squires
- d. Intergovernmental Agreement with Sangamon County to Reimburse SMTD for County Advertising Frank Squires
- e. Approval of changes to the Procurement Policy Shoun Reese/
Diane Townsend
- f. Approval of renovations to the SMTD Building at New transfer area Shoun Reese
- g. Approval of Grant Manual Revisions Shoun Reese
- h. Approval of Change Order for Transfer Center Shoun Reese
- i. Approval of IMRF Resolution 2017-12-17 (Form 675) Frank Squires

VI. CLOSED MEETING

- a. Closed meeting minutes of the August 27, 2018 Closed Meeting Frank Squires
- b. Personnel matter Frank Squires

VII. ADDITIONAL NEW BUSINESS

- a. Approval of Minutes from the August 27, 2018 Closed Meeting Frank Squires
- b. Personnel matter Frank Squires

VIII. PUBLIC COMMENTS

IX. ADJOURNMENT