

**CASCO BAY ISLAND TRANSIT DISTRICT
MINUTES OF THE BOARD OF DIRECTORS MEETING OF
November 18, 2021
Video/Phone in only due to COVID-19**

<u>Directors on Conference:</u>	Braden, Crowley, Higgins, Doane, Cohen, Luedke, Overlock, Pizey, Wentworth, Anderson, Murray
<u>Directors absent:</u>	Clark
<u>Directors Elect present:</u>	Hoffman, Radis, Donovan, Wentworth
<u>Staff on Conference:</u>	Greven, Berg, Pottle, Mavodones, Bishop
<u>Public on Conference:</u>	F. Somers, L. Heineman, J. James

1. Call to Order:

- A. *The Board meeting was called to order at 8:06 AM by President Braden*
- B. *President Braden asked Berg to do a roll call of who was attending the meeting, which he did.*

2. Approve the minutes of the September 24, 2021 Board of Directors meeting

- A. *President Braden asked if there was a motion to approve the minutes.*
- B. *Doane moved to approve the minutes; Overlock seconded.*
- C. *President Braden opened the floor for Board comments and there were none.*
- D. *President Braden called for a roll call vote.*
- E. *Berg did a roll call vote. The motion passed unanimously (11-0)*

3. Business

Braden thanked outgoing Directors Doane, Overlock and Clark for their years of service
Berg, on behalf of CBL staff, also thanked the outgoing Directors for their contributions to improving CBL over the years.

A. Accept Clerk's certification of the election results

- i. *President Braden asked Berg to give an introduction and explanation of the process, which he explained the following:*
 - 1. **Agenda Item 3a** is a vote for the Directors to accept CBITD clerk's certification of the election results. This makes the results official.
 - 2. **Agenda Item 3b** is for the newly elected Board members to be sworn in by the current Clerk or Assistant Clerk.
 - 3. **Agenda Item 3c** is for the Nominating Committee to report on its recommended nominations. The Presiding Officer will then call for any further nominations from the floor.
 - 4. **Agenda Item 3d** is for the election and swearing in of the newly elected Board Officers. A secret ballot is required but a paper ballot is not possible in this virtual meeting so staff will send a link for a secret poll to all the Directors that are in attendance of this meeting. There will be a break of the Board meeting while the voting takes place. The results will be recorded and shared with the Board. The newly elected Board Officers will then be sworn in by the current Clerk or Assistant Clerk.
- ii. *President Braden asked if there was a motion on the table*
- iii. *Wentworth moved to accept the clerk's certification as presented; Anderson seconded*
- iv. *President Braden opened the floor for public comments*
 - 1. *There were no comments*
- v. *President Braden opened the floor for Director comments*
 - 1. *There were no comments*
- vi. *President Braden called for a roll call vote.*
- vii. *Berg did a roll call vote. The motion passed unanimously (11-0)*

B. Qualification of newly elected Directors (swearing in)

- i. *Assistant Clerk Wentworth read the Oath of office and asked each incoming Director to agree by stating "I will"; Berg polled Hoffman, Donovan, Wentworth and Radis and all replied with an "I will"*

C. Nomination of new Board Officers

i. *President Braden asked the Nominating Committee Chair, Wentworth, to give a brief history of the nominating committee process and to read the Committee's nominations. Wentworth reviewed the process and shared the recommendation from the committee:*

- | | |
|------------------------------|------------------------|
| 1. <i>President</i> | <i>Twain Braden</i> |
| 2. <i>1st Vice President</i> | <i>Polly Wentworth</i> |
| 3. <i>2nd Vice President</i> | <i>Dave Crowley</i> |
| 4. <i>Treasurer</i> | <i>Jean Hoffman</i> |
| 5. <i>Clerk</i> | <i>James Luedke</i> |
| 6. <i>Assistant Clerk</i> | <i>Steve Anderson</i> |

ii. *President Braden asked if there were any other nominations from the Directors?*

1. *There were none*

iii. *President Braden asked if anyone who had been nominated and is not interested in being nominated to please speak up?*

1. *All nominees indicated that they were interested*

iv. *President Braden stated: "Nominations are now closed."*

D. Election and qualification of newly elected Board Officers (swearing in)

i. *President Braden asked Berg to explain the voting process, which he did*

ii. *A 5-minute break was taken for the voting survey to be sent to the Directors and for them to vote*

iii. *The meeting resumed after 5 minutes and Greven shared the results of the secret ballot which was unanimous (12-0) for the recommended slate of officers.*

iv. *Assistant Clerk Wentworth read the Oath of office and asked each incoming Officer to agree by stating "I will"; Berg polled Hoffman, Braden, Wentworth, Crowley, Hoffman, Luedke and Anderson; all replied with an "I will"*

4. **Workshops**

A. *There were no workshops.*

5. **Treasurer's Report**

A. *Greven gave a report on the preliminary September Financials*

- Radis asked clarifying questions*
- Overlock asked clarifying questions*
- Hoffman shared her thoughts*
- Anderson asked clarifying questions*
- Braden asked clarifying questions*

6. **General Information Reports**

A. **Committee Reports**

a) *There were no committee meetings since the last Board meeting.*

B. **Staff Reports**

- Berg gave an update on funding status and opportunities*
- Mavodones gave an update on vessel drydock status*
- Pottle gave an update on wharf work by MaineDOT, the terminal renovation and the new Peaks Island vessel*

7. **General Announcements**

A. Establish next meeting dates: (all meetings at 8:00 AM unless indicated otherwise)

- Executive Committee: Thursday, December 2
- Board of Directors: Thursday, December 16
- Operations Committee: TBD
- Finance Committee: TBD
- Sales & Marketing Committee: No meeting planned
- Personnel Committee: No meeting planned
- Government Relations Committee: No meeting planned
- Pension Committee: No meeting planned

8. **Public Comment**

A. *Doane thanked everyone*

9. **President Braden spoke about the annual process of staffing committees and asked Directors to send him which committees they would like to serve on**

10. Adjournment

- A. *Hoffman moved to adjourn the meeting; Crowley seconded.*
- B. *The motion passed unanimously (12-0) and the meeting was adjourned*

James M. Luedke

Respectfully submitted by: [James M. Luedke \(Jan 4, 2022 14:25 EST\)](#)

James Luedke, Clerk