

MEETING MINUTES
Heart of Iowa Regional Transit Agency (HIRTA)
May 31, 2018

- I. **Call to Order:** Chair Dean Yordi called the meeting to order at 9:00 am at HIRTA Administrative Office, 2824 104th Street, Urbandale, IA.
- II. **Roll Call:**
Present: Board of Directors: Dean Yordi, Kim Chapman, Phil Clifton, Steve McCombs, and Lauris Olson. Via conference call: Doug Cupples. Not Present: Bill Zinnel.
Employees: Julia Castillo, Executive Director, Brooke Ramsey, Business Development Manager and David Hansen, Operations Manager.
Others: Andrew Collings, Jody McCombs, Dave Cook, Joe Sorenson, Jane Borst, Marilyn Henkel.
- III. **Approval of Agenda:** Phil Clifton moved to approve the May 31, 2018 Agenda. Kim Chapman seconded. Motion carried unanimously.
- IV. **Presentation: Boone County Community Endowment Fund-Dave Cook / Joe Sorenson**
Dave Cook and Joe Sorenson gave a presentation from the Boone County Endowment Fund.
- V. **Approval of Minutes:**
 - A. **April 9, 2018 Special Meeting:** Lauris Olson moved to approve the April 9, 2018 minutes. Steve McCombs seconded. Motion carried unanimously.
 - B. **April 26, 2018 Minutes:** Lauris Olson moved to approve the April 26, 2018 minutes. Steve McCombs seconded. Motion carried unanimously.
- VI. **Receive and File Financial Report:** Phil Clifton moved to receive and file the March 2018 Financial Report. Lauris Olson seconded. Motion carried unanimously.
- VII. **Action Items:**
 - A. **Contract 20147 \$108,800 for 2 Conversion vans and 1 mini-van:** Lauris Olson moved to approve Contract 20147 for \$108,800 for 2 Conversion vans and 1 mini-van. Steve McCombs seconded. Motion carried unanimously.
- VIII. **Executive Directors Report:** Julia Castillo read the Executive Directors Report.
- IX. **Discussion Items:**
 - A. **Financial changes / FY19 Budget (with option to take action):** Lauris Olson moved to approve the FY2019 Budget with execution of changes outlined to be made. Phil Clifton seconded. Motion carried unanimously.
- X. **Information Items:**
 - A. **CIRPTA- Andrew Collings:** Andrews Collings gave an update from CIRPTA.
- XI. **Other Items of Interest:**
 - A. **Monthly/Quarterly Report Status:** Are all up to date.
 - B. **Suggestions/Comments:** There were none.
- XII. **Public Comment:** There were none.

XIII. Adjournment/Next Meeting Date: Steve McCombs moved to adjourn the meeting at 10:55 am. Phil Clifton seconded. Motion carried unanimously. The next Board meeting will be June 28, 2018 at 9:00 am.

The Heart of Iowa Regional Transit Agency (HIRTA) Board of Director meetings are open to all individuals regardless of disability. Any person requiring a reasonable accommodation to participate should contact the HIRTA Office at (515) 309-9283 at least two business days prior to the Board of Directors Meeting.

Board Chair Signature

Date