

**RED ROSE TRANSIT AUTHORITY
MINUTES**

DATE: June 15, 2011

TIME: 7:00 p.m.

PLACE: RRTA Operations Center
45 Erick Road
Lancaster, PA 17601

PURPOSE: Regular Monthly Public Board Meeting

ATTENDANCE: **Members:** Rebecca S. Denlinger, Bonnie Glover, Anne V. Osborn,
Jeffrey P. Ouellet, Sandra M. Thompson, June J. Wolf

Solicitor: William J. Cassidy, Jr. – Appel & Yost

Staff: David W. Kilmer, Susan L. Darby

Guests: Mark Glatz – Easton Coach

ORDER OF BUSINESS:

1. Call to Order

Chairwoman Sandra M. Thompson called the meeting to order at 7:00 p.m.

2. Approval of Minutes of the May 18, 2011 Public Meeting

Upon motion by Ms. Glover, seconded by Ms. Osborn, the minutes of the May 18, 2011 public meeting were approved as written.

3. Bills and Communications

None.

4. Reports of Committees

A. Personnel Committee – June J. Wolf, Chairwoman

No report.

B. Operations Committee – Sandra M. Thompson, Chairwoman

No report

C. Finance Committee – Jon P. Farrell, Chairman

No report.

D. Marketing Committee – Anne V. Osborn – Chairwoman

Ms. Osborn reported that the committee met prior to the public meeting to review the Marketing Plan, which will be discussed under New Business. The Marketing report is included in packet.

5. Old Business

None

6. New Business

A. Award of Bids for Printing of Schedule Booklets

Mr. Kilmer reported that two bids were received from Susquehanna Printing and Engle Printing Co. Engle Printing, of Mt. Joy, was the lowest bidder at \$8,038.51 on recyclable paper. This price is for the printing of a one-year supply of schedule booklets.

Upon motion by Ms. Glover, seconded by Mr. Ouellet, the Board awarded the printing of schedule booklets to Engle Printing Co.

B. Approval of Marketing Plan for FY 2012

Mr. Kilmer presented the Marketing Plan for FY 2012 and highlighted new ideas for the coming fiscal year.

Upon motion by Ms. Osborn, seconded by Ms. Wolf, the Board approved the Marketing Plan for FY 2012.

C. Approval of Resolution 7-11 – Records Disposal

Mr. Kilmer reported that the listing of records slated for disposal in accordance with state and federal regulations was included in the Board packet.

Upon motion by Jeff Ouellet, seconded by Ann Osborn, the Board approved Resolution 7-11.

D. Acceptance of the May 2011 Operating Statement

Mr. Kilmer reported that ridership increased 5,336 passengers, or 3.1% compared to May 2010. This included a 2.9% increase in bus rides and a 4.6% increase in shared rides. Year-to-date ridership has increased 53,819 customers or 2.7% compared to the same 11 month period last year, with fixed route showing a 2.5% increase and shared ride showing a 4.1% increase.

Financially, operating revenues of \$777,547 combined with operating grants of \$459,388 for total revenues of \$1,231,935. This compares with expenses of \$1,264,033 for a net loss of \$32,098 for the month. The loss was in the shared ride service, due to higher fuel prices.

Upon motion by Ms. Wolf, seconded by Mr. Ouellet, the Board accepted the May 2011 Operating Statement, subject to audit.

D. Adjournment

Prior to adjournment, Mr. Kilmer announced that he received a proposal to lease the bottom floors of the parking garage for a restaurant/bar, and was given a letter of intent for a five year lease with three five year renewal options. A public notice must be advertised before this proposal can be approved.

With no further business to discuss, the meeting adjourned at 7:23 p.m., upon motion by Ms. Glover.

Respectfully submitted,



June J. Wolf
Secretary