**Muskogee County Public Transit Authority**

**4401 E. Hayes Street**

**Muskogee, Oklahoma 74403**

*June 20, 2018*

1. Call meeting to order. Time: 4:02pm
2. Roll Call Present Absent

|  |  |  |
| --- | --- | --- |
| Dale Wiggins | X |  |
| Mike Jackson | X |  |
| Tobi Ledbetter | X |  |
| Dexter Payne |  | X |
| Bob Burgess |  | X |
| Mary Hicks | X |  |

1. Consider renewing annual membership with Oklahoma Transit Association, pr take other necessary action. (Darla Bennett)

Motion: Motion was made to renew the annual membership with Oklahoma Transit Association.

Made by: \_\_\_\_Mike Jackson\_\_\_\_\_\_\_\_\_\_\_ Second by: \_\_\_\_\_\_Mary Hicks\_\_\_\_\_\_\_\_\_\_\_

|  |  |  |
| --- | --- | --- |
| Dale Wiggins | X |  |
| Mike Jackson | X |  |
| Tobi Ledbetter | X |  |
| Dexter Payne |  | X |
| Bob Burgess |  | X |
| Mary Hicks | X |  |

1. Received Annual Audit findings from Rick Freeman, CPA
2. CONSENT AGENDA

All of the following items which concern reports and items of a routine nature normally approved at a board meeting will be approved by one vote unless any board member desires to have a separate vote on any or all of these items. The consent agenda consists of:

1. Minutes from 5/16/2018
2. Financial Report
3. Ridership Report and Trip Stats

Motion: Motion made to accept the 5/16/18 minutes and Financial Report; and to table the Ridership Report and Trip Stats to the next meeting.

Made by: \_\_Mike Jackson\_\_\_\_\_\_\_\_ Second by: \_\_\_\_Mary Hicks\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

|  |  |  |
| --- | --- | --- |
| Dale Wiggins | X |  |
| Mike Jackson | X |  |
| Tobi Ledbetter | X |  |
| Dexter Payne |  | X |
| Bob Burgess |  | X |
| Mary Hicks | X |  |

1. Received Director’s Report. (Darla Bennett)
2. Consider approval of removing Lisa Benjamin from the BancFirst checking account or take other necessary action (Darla Bennett)

Motion: Motion was made remove Lisa Benjamin from the BancFirst checking account.

Made by: \_\_\_\_Mike Jackson\_\_\_\_\_\_\_\_\_\_\_ Second by: \_\_\_\_\_\_Mary Hicks\_\_\_\_\_\_\_\_\_\_\_

|  |  |  |
| --- | --- | --- |
| Dale Wiggins | X |  |
| Mike Jackson | X |  |
| Tobi Ledbetter | X |  |
| Dexter Payne |  | X |
| Bob Burgess |  | X |
| Mary Hicks | X |  |

1. Consider approval of adding Dena Wilson to Bancfirst checking and saving accounts (able to view, but not sign), or take other necessary action. (Darla Bennett)

Motion: Motion was made to add Dena Wilson to the Bancfirst checking and saving accounts so that she will have the ability to view transactions and reports but not sign.

Made by: \_\_\_\_Mike Jackson\_\_\_\_\_\_\_\_\_\_\_ Second by: \_\_\_\_\_\_Tobi Ledbetter\_\_\_\_\_\_\_\_\_\_\_

|  |  |  |
| --- | --- | --- |
| Dale Wiggins | X |  |
| Mike Jackson | X |  |
| Tobi Ledbetter | X |  |
| Dexter Payne |  | X |
| Bob Burgess |  | X |
| Mary Hicks | X |  |

1. Consider renewal of annual contract with City of Muskogee, or take other necessary action. (Darla Bennett)

Motion: Motion was made to renew the annual contract with the City of Muskogee.

Made by: \_\_\_\_Mike Jackson\_\_\_\_\_\_\_\_\_\_\_ Second by: \_\_\_\_\_\_Mary Hicks\_\_\_\_\_\_\_\_\_\_\_

|  |  |  |
| --- | --- | --- |
| Dale Wiggins | X |  |
| Mike Jackson | X |  |
| Tobi Ledbetter | X |  |
| Dexter Payne |  | X |
| Bob Burgess |  | X |
| Mary Hicks | X |  |

1. Proposed Executive Session – Possible vote to go into executive session pursuant to Title 25, Oklahoma Statutes, Section 307 (B)

Motion: Motion made to go into Executive Session

Time: 4:47pm

Made by: \_Mike Jackson\_\_ Second by: \_\_\_\_\_\_Mary Hicks\_\_\_\_\_\_\_\_\_\_

|  |  |  |
| --- | --- | --- |
| Dale Wiggins | X |  |
| Mike Jackson | X |  |
| Tobi Ledbetter | X |  |
| Dexter Payne |  | X |
| Bob Burgess |  | X |
| Mary Hicks | X |  |

1. Trustor declares end of Executive Session. Time: 5:11pm
2. Statement of Executive Session. Trustee discussed Muskogee Transit business in executive session.
3. Announcements: No announcements
4. New Business: We have a new Muskogee County Transit Board Member. He is Doug Walton and we were given his information after the agenda was posted. We would like to take this opportunity to welcome him and for him to be sworn into his position as a member of the board of trustee with the Oath of Office to make it official. (Darla Bennett)

Motion: Motion was made to have Doug Walton be sworn into her position with the Oath of Office.

Made by: \_\_\_\_Mike Jackson\_\_\_\_ Second by: \_\_\_\_\_\_Mary Hicks\_\_\_\_\_

|  |  |  |
| --- | --- | --- |
| Dale Wiggins | X |  |
| Mike Jackson | X |  |
| Tobi Ledbetter | X |  |
| Dexter Payne |  | X |
| Bob Burgess |  | X |
| Mary Hicks | X |  |
| Doug Walton | X |  |

1. Adjournment

Made by: \_\_Mike Jackson\_\_\_\_\_\_\_\_ Second by: \_\_\_\_Mary Hicks\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

|  |  |  |
| --- | --- | --- |
| Dale Wiggins | X |  |
| Mike Jackson | X |  |
| Tobi Ledbetter | X |  |
| Dexter Payne | X |  |
| Bob Burgess | X |  |
| Mary Hicks | X |  |

Adjournment. Time: 5:16pm