

MCTS Transportation Advisory Board  
Senior Enrichment Center  
May 16, 2018 at 3:00 pm

**AGENDA**

- I. Introductions-Pamela Alsobrook
- II. Minutes from February 21, 2018 Meeting-Pamela Alsobrook
- III. Financials-Stephanie Cormack
- IV. New Business-Pamela Alsobrook
  - a. Officer Elections-Per MCTS bylaws MCTAB Officers may serve up to two (2) consecutive terms of office. Election of MCTAB Officers will be held at the May meeting and officers will assume the duties of their position at the following MCTAB meeting.
    - i. Chairperson
    - ii. Vice-Chairperson
    - iii. Secretary
  - b. FY19 Meeting schedule-Pamela Alsobrook
    - i. Per MCTS bylaws meetings shall be held quarterly, during the months of February, May, August and November on the third Wednesday.
    - ii. Proposed dates are as follows:
      - 1. August 15, 2018
      - 2. November 21, 2018
      - 3. February 20, 2019
      - 4. May 15, 2019
- V. Adjourn-Pamela Alsobrook



## Minutes

### MCTS Transportation Advisory Board

**Date:** February 21, 2018

**Time:** 1:30 PM

**Location:** Senior Enrichment Center

**Voting Members Present:** Pamela Alsobrooks, Yvette Ausby, Kenneth Byrd, Gracie Dowdy, Terri Prots, Jim Pedersen, Anthony McCauley

**Voting Members Absent:** Karen DeCata, Bryan Phillips, Wendy Carter, Rahnelle Rosado.

**Ex-official Members Present:** Caroline Xiong, Tron Ross.

**Moore County Transportation Staff Members Present:** Tawanna Williams, Stephanie Cormack, Kris Klug.

- I **Introductions** – All present introduced themselves. Voting member Anthony McCauley arrived after meeting opened.
- II **Reading and Approval of Minutes from November 29, 2017 Meeting** – Terri Prots motioned to approve minutes and Gracie Dowdy seconded the motion. Motion was approved.
- III **Financial Update FY 18** - Current financials were dispersed and discussed; current status shows actual totals for July - January and projected totals for February – June, current status shows on track with end of budget year ending on a positive note with surplus of funds.

**IV New Business:**

**A. Appointment of TAB Secretary**

Yvette Ausby motioned to appoint Anthony McCauley as MCTS Transportation Advisory Board Secretary and Terri Prots seconded the motion. Motion was approved.

**V NCDOT Transportation Advisory Board Training**

A. Logged into NCDOT TAB training on time with all Board members in place for the webinar training program. Live webinar login as well as all modules uploaded to follow webinar electronically. After 15 minutes of waiting for webinar, decision was made by Tawanna Williams to advise NCDOT of our Board members attendance for training and motion was made to adjourn.

**VI Adjournment:**

A. There being no further business, motion to adjourn was made by Yvette Ausby and Anthony McCauley seconded the motion. Meeting adjourned by unanimous consent.

B. Meeting adjourned at 2:00 PM

Respectfully submitted by,

Anthony B. McCauley  
Secretary



<u>Operating Supplies</u>	July	August	September	October	November	December	January	February	March	April	May	June	Total
Expenses	\$ 97,932.76	\$ 49,481.85	\$ 123,882.14	\$ 42,092.95	\$ 66,318.99	\$ 121,161.03	\$ 23,396.90	\$ 37,612.20	\$ 117,596.08	\$ 121,016.68	\$ 59,255.41	\$ 44,821.04	\$ 904,568.03
**Salaries - Full Time	\$ 21,505.70	\$ 21,867.68	\$ 22,918.03	\$ 22,751.42	\$ 37,836.58	\$ 24,252.39	\$ 24,503.28	\$ 24,737.28	\$ 24,737.25	\$ 24,737.31	\$ 37,105.91	\$ 24,737.28	\$ 311,690.11
Salaries - Part Time	\$ 2,372.22	\$ 3,104.17	\$ 3,252.40	\$ 3,074.40	\$ 4,826.93	\$ 3,719.25	\$ 1,043.35	\$ 1,195.72	\$ 2,274.03	\$ 2,372.55	\$ 4,909.21	\$ 3,679.00	\$ 35,823.23
Salaries - Resource	\$ 6,312.52	\$ 5,788.27	\$ 4,185.69	\$ 4,063.03	\$ 3,916.53	\$ 1,030.72	\$ 580.51	\$ 1,216.59	\$ -	\$ -	\$ -	\$ -	\$ 27,093.86
Longevity	\$ -	\$ -	\$ -	\$ -	\$ 1,936.00	\$ 928.95	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 2,864.95
Service Award	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
FICA/Medicare	\$ 2,197.61	\$ 2,247.31	\$ 2,203.63	\$ 2,174.63	\$ 3,628.81	\$ 2,132.89	\$ 1,913.09	\$ 1,992.81	\$ 1,984.22	\$ 1,991.77	\$ 3,330.90	\$ 2,664.42	\$ 28,462.09
Retirement	\$ 1,809.04	\$ 1,929.68	\$ 1,976.34	\$ 1,956.49	\$ 3,448.88	\$ 2,118.27	\$ 1,934.44	\$ 2,011.98	\$ 2,048.81	\$ 2,056.29	\$ 3,214.49	\$ 2,302.74	\$ 26,807.45
401K Retirement	\$ 520.65	\$ 530.73	\$ 538.35	\$ 533.41	\$ 991.06	\$ 654.07	\$ 599.77	\$ 607.85	\$ 607.38	\$ 607.62	\$ 1,096.97	\$ 792.68	\$ 8,080.54
Health Insurance	\$ 5,997.04	\$ 6,028.68	\$ 6,674.84	\$ 6,351.76	\$ 8,396.86	\$ 5,382.52	\$ 5,382.52	\$ 4,736.36	\$ 4,736.36	\$ 4,736.36	\$ 8,761.36	\$ 8,050.00	\$ 75,234.66
Unemployment Costs	\$ -	\$ -	\$ 243.25	\$ -	\$ -	\$ 243.25	\$ -	\$ -	\$ 243.25	\$ 243.25	\$ -	\$ -	\$ 973.00
Workers Compensation	\$ -	\$ -	\$ 6,565.75	\$ -	\$ -	\$ 6,565.75	\$ -	\$ -	\$ 6,565.75	\$ 6,565.75	\$ -	\$ -	\$ 26,263.00
Life Insurance	\$ 103.25	\$ 105.72	\$ 116.26	\$ 112.41	\$ 162.84	\$ 114.42	\$ 113.54	\$ 114.51	\$ 115.48	\$ 115.48	\$ 183.16	\$ 125.42	\$ 1,482.49
Unemployment Insurance - NC	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Workers Compensation Claims	\$ -	\$ -	\$ 19,160.25	\$ -	\$ -	\$ 19,160.25	\$ -	\$ -	\$ 19,160.25	\$ 19,160.25	\$ -	\$ -	\$ 76,641.00
Capital Outlay	\$ 4,800.00	\$ 7,500.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 12,300.00
Uniforms	\$ 173.93	\$ 224.69	\$ 179.90	\$ 218.61	\$ 168.70	\$ 164.49	\$ 156.56	\$ 158.04	\$ 199.14	\$ 159.72	\$ 183.86	\$ 208.00	\$ 2,195.64
Office Supplies	\$ 239.75	\$ 16.63	\$ 25.96	\$ 99.24	\$ 149.01	\$ 25.63	\$ 11.64	\$ 95.05	\$ 11.64	\$ 83.45	\$ 6.65	\$ 163.00	\$ 927.65
Janitorial Supplies	\$ 50.82	\$ -	\$ -	\$ -	\$ 277.89	\$ -	\$ -	\$ 109.19	\$ 9.91	\$ 19.82	\$ 60.00	\$ 60.00	\$ 587.63
Operating Supplies	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 62.50	\$ 62.50	\$ 125.00
Travel/Training	\$ 1,459.47	\$ -	\$ 7.84	\$ 548.00	\$ 77.93	\$ 253.59	\$ 4.19	\$ 45.72	\$ 366.76	\$ 870.06	\$ 182.90	\$ 474.00	\$ 4,290.46
Telephone	\$ 62.25	\$ 63.24	\$ 66.88	\$ 64.27	\$ 59.97	\$ 61.84	\$ 59.01	\$ 59.10	\$ 58.10	\$ 107.50	\$ 107.50	\$ 107.50	\$ 877.16
Advertising	\$ -	\$ 13.99	\$ -	\$ -	\$ 441.00	\$ -	\$ -	\$ -	\$ -	\$ 1,401.25	\$ -	\$ -	\$ 2,818.74
Drug Testing	\$ 41.37	\$ 61.06	\$ -	\$ 41.37	\$ -	\$ 109.00	\$ -	\$ 42.00	\$ 120.00	\$ 158.50	\$ 50.00	\$ 50.00	\$ 673.30
Motor Vehicle Reports	\$ -	\$ -	\$ 280.00	\$ -	\$ -	\$ 154.00	\$ -	\$ -	\$ 268.00	\$ 40.00	\$ -	\$ 300.00	\$ 1,042.00
Equipment Leases	\$ 14,587.14	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 1,500.00	\$ -	\$ -	\$ 16,087.14
Insurance	\$ 35,700.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 35,700.00
Liability/Property Insurance	\$ -	\$ -	\$ 746.75	\$ -	\$ -	\$ 746.75	\$ -	\$ -	\$ 746.75	\$ 746.75	\$ -	\$ -	\$ 2,987.00
IT Assessment	\$ -	\$ -	\$ 2,117.00	\$ -	\$ -	\$ 2,117.00	\$ -	\$ -	\$ 2,117.00	\$ 2,117.00	\$ -	\$ -	\$ 8,468.00
Property Management Assessment	\$ -	\$ -	\$ 38,863.25	\$ -	\$ -	\$ 38,863.25	\$ (13,930.00)	\$ -	\$ 38,863.25	\$ 38,863.25	\$ -	\$ -	\$ 141,523.00
Wellness Works Assessment	\$ -	\$ -	\$ 1,250.00	\$ -	\$ -	\$ 1,250.00	\$ -	\$ -	\$ 1,250.00	\$ 1,250.00	\$ -	\$ -	\$ 5,000.00
General Fund Assessment	\$ -	\$ -	\$ 11,112.75	\$ -	\$ -	\$ 11,112.75	\$ -	\$ -	\$ 11,112.75	\$ 11,112.75	\$ -	\$ -	\$ 44,451.00
Dues/Subscriptions	\$ -	\$ -	\$ 500.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 500.00
Professional Services	\$ -	\$ -	\$ 212.70	\$ 35.00	\$ -	\$ -	\$ 1,025.00	\$ 490.00	\$ -	\$ -	\$ -	\$ -	\$ 1,762.70
Office Equipment/Furnishings	\$ -	\$ -	\$ 684.32	\$ 68.91	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 82.00	\$ 835.23
Revenue	\$ 43,790.66	\$ 50,088.71	\$ 249,356.49	\$ 46,992.83	\$ 40,414.17	\$ 129,689.73	\$ 30,212.64	\$ 43,877.57	\$ 137,768.47	\$ 40,110.07	\$ 49,375.66	\$ 89,990.52	\$ 951,667.52
Sale of Capital Assets	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
User Fees	\$ 40,319.66	\$ 45,842.21	\$ 39,028.42	\$ 44,073.83	\$ 37,487.17	\$ 31,165.33	\$ 28,014.64	\$ 37,454.57	\$ 37,298.70	\$ 36,514.27	\$ 46,042.33	\$ 46,042.33	\$ 469,283.46
ROAP User Fees	\$ 3,471.00	\$ 4,246.50	\$ 9,424.00	\$ 2,919.00	\$ 2,927.00	\$ 2,506.00	\$ 2,198.00	\$ 6,423.00	\$ 4,091.00	\$ 3,595.80	\$ 3,333.33	\$ 3,333.33	\$ 48,467.96
5311 Admin			\$ 77,483			\$ 39,840			\$ 38,964			\$ 40,615	\$ 196,902.10
5311 Capital			\$ 12,300			\$ -			\$ -			\$ -	\$ 12,300.00
5311 General Public			\$ 67,441			\$ 28,991			\$ 28,991				\$ 125,422.07
EDTAP			\$ 43,681			\$ 27,188			\$ 28,424				\$ 99,291.93
Remaining Funds	\$ (54,142.10)	\$ 606.86	\$ 125,474.35	\$ 4,899.88	\$ (25,904.82)	\$ 8,528.70	\$ 6,815.74	\$ 6,265.37	\$ 20,172.39	\$ (80,906.61)	\$ (9,879.75)	\$ 45,169.48	\$ 47,099.49

All totals are actual July 2017 through April 2018  
Projections only May 2018 through June 2018