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555 Lakeshore Blvd. Painesville Twp., OH 44077

**BOARD OF TRUSTEES MEETING
Monday, May 24, 2021 at 4:00 p.m.**

MINUTES

1. Meeting Called to Order – 4:05 p.m.

President Brian J. Falkowski called the Laketrans Board of Trustees meeting to order at 4:05 p.m.

2. Roll Call

Brian J. Falkowski
William F. Eppich
Jon P. Marten (zoom)
Donna P. McNamee (zoom)
Daniella Nunnally
Lane H. Sheets
Sara Spence (zoom)
Gary L. Swanson

Benjamin S. Capelle
Brandon D. R. Dynes

3. Pledge of Allegiance - All

4. Mission Statement – Ms. Donna P. McNamee

Laketrans is committed to providing quality public transportation services to all Lake County residents with special emphasis on meeting the transportation needs of seniors and people with disabilities.

5. Oaths of Office – Brandon D. R Dynes

- a. William F. Eppich
- b. Daniella Nunnally

Legal Counsel Dynes administered the Oath of Office to the two new Board Members, William F. Eppich and Daniella Nunnally. Congratulations and welcome to the Laketrans Team.

6. Public Comments

None



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7. Approval of Minutes

- a. Motion to approve Laketrans Board of Trustees Board meeting minutes of April 26, 2021 was made by Mr. Swanson – Seconded by Mr. Sheets.
“AYES”: Messrs. and Mmes. McNamee, Sheets and Spence.
“NAYS”: None
“Abstained”: Messrs. and Mmes. Eppich, Marten, Nunnally and Swanson.
Motion passed.

8. Presentation

- a. Strategic Plan Kick Off- Tim Rosenberger, WSP
- b. Annual Report – Julia Schick, Director of Communication

9. Action Items

- a. Motion to approve the Financial Statement for March, 2021, subject to audit , was made by Mr. Swanson – Seconded by Ms. Spence
“AYES”: Messrs. and Mmes. Eppich, Marten, McNamee, Nunnally, Sheets, Spence and Swanson.
“NAYS”: None
Motion passed.
- b. Motion to approve the Resolution 2021-011 approving Laketrans Equivalent Service Plan in accordance with Title 49 of the Code of Federal Regulations Part 37 was made by Ms. McNamee – Seconded by Mr. Swanson.
“AYES”: Messrs. and Mmes. Eppich, Marten, McNamee, Nunnally, Sheets, Spence and Swanson.
“NAYS”: None
Motion passed.

10. Six Month Look Ahead – Benjamin S. Capelle

11. Administrative Reports

- a. CEO – Benjamin S. Capelle
- b. Director of Finance – Mrs. Lisa Colling
- c. Director of Operations – Matthew Maier
- d. Director of Human Resources – Michael Austin
- e. Director of Maintenance – Keith Bare
- f. Director of IT – Tony Melaragno
- g. Director of Compliance & Development – Ms. Andrea Aaby
- h. **Director of Communications – Mrs. Julia Schick**



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12. Old Business

None

13. New Business

None

14. Upcoming Calendar

- a. 05/24/21 – 4:00 p.m. – Laketrans Board of Trustees Meeting
- b. 05/31/21 – Memorial Day – Laketrans closed
- c. 06/14/21 – Flag Day
- d. 06/20/21 - Fathers' Day
- e. 06/21/21 - First Day of Summer
- f. 06/28/21 - 4:00 p.m. – Laketrans Board of Trustees Meeting
- g. 07/04/21 – Independence Day
- h. 07/05/21 – Independence Day (Observed) Laketrans Open
- i. 07/26/21 – 4:00 p.m. – Laketrans Board of Trustees Meeting

15. Adjournment – 5:41 p.m.

Motion to adjourn the Laketrans Board of Trustees meeting was made by Mr. Swanson –
Seconded by Ms. Nunnally.

“AYES”: Messrs. and Mmes. Eppich, Marten, McNamee, Nunnally, Sheets, Spence and
Swanson.

“NAYS”: None

Motion passed.

Meeting adjourned at 5:41 p.m.

The next Laketrans Board of Trustees meeting will be on Monday, June 28, 2021 at 4:00
p.m.

Benjamin S. Capelle
Secretary/Treasurer

Brian J. Falkowski, President
Laketrans Board of Trustees