



Selkirks - Pend Oreille Transit Authority

Public Notice of Finance Committee Meeting
10:00 – 11:00 a.m., Wednesday, February 14, 2024
SPOT Office, 31656 Hwy 200, Suite 102, Ponderay, ID 83852

Agenda

Zoom Meeting ID: 896 8016 1881
Passcode: 293413

Call to Order and Roll Call

1. Action and Discussion Items:

- a. Action Item: Approve Minutes from January 17, 2024, Finance Committee Meeting
- b. Action Item: Review SPOT January 2024 Financial Statements
- c. Action Item/updates: Financial considerations

2. Adjournment

Note: Public information on agenda items is available from the SPOT office at 31656 Highway 200 Suite 102, Ponderay, ID or call (208) 263-3774. Any person needing special accommodation at the above noticed meeting should contact SPOT three days prior to the meeting at (208) 263-3774.



Selkirks - Pend Oreille Transit Authority

**31656 Hwy 200, Box 8
Ponderay, Idaho 83852
208-263-3774**

Finance Committee Meeting Minutes – January 17, 2024

Present: Colleen Culwell, Zale Palmer, Clif Warren, Donna Griffin, Shannon Pittman and Wendy Trumble.

Zale called the meeting to order at 10:00 a.m.

Clif moved to approve the minutes of the November 15, 2023, Finance Committee meeting. He noted corrections needed, including changing the date of the meeting to November 15, 2023, removing a parenthesis, and fixing the capitalization error in the paragraph addressing financial considerations. Passed, all in favor (with the corrections). Please see attached minutes from the November 15, 2023, meeting.

The November and December 2023 financial statements were reviewed. According to the December financial statements, receivables are down by \$137,308.00 due to delayed 5311 reimbursements. Clif noted that Boundary County is \$4,000.00 under budget due to not running some Tuesdays and lower ridership (lower dispatch, payroll and fuel). Repairs have increased. Many of the repairs were not covered by warranty because the repairs were due to wear and tear and maintenance. Clif moved to approve the November 2023 and December 2023 financial statements. Passed all in favor.

The committee revisited the conversation about investing funds in an interest-bearing savings account. The SPOT Board previously approved the investment if the attorney looked into and clarified SPOT's ability to do so. The Finance Committee recommended investing in one account now and then another in six months if able to do so.

The Finance Committee talked about other financial considerations. SPOT is now inactive as far as Washington Contract. We received notification from Northwest Bus Sales that they will sell the buses to other parties. Staff are exploring options for pricing. We will change the Scope of Work on the funding agreement that will allow funding to be spent on pouring pads as part of the site improvements instead of placing bike racks at every site.

Zale moved to adjourn the meeting. Clif seconded the motion. Passed, all in favor. The meeting was adjourned at about 10:23 a.m.



Selkirks - Pend Oreille Transit Authority
31656 Hwy 200, Box 8
Ponderay, Idaho 83852
208-263-3774

Finance Committee Meeting Minutes – November 15, 2023

Present: Colleen Culwell, Zale Palmer, Clif Warren, Donna Griffin, and Shannon Pittman

Zale called the meeting to order at 10:00 a.m.

Zale moved to approve the minutes of the October 18, 2023, Finance Committee meeting. Clif seconded. Passed, all in favor.

The October 2023 financial statements were reviewed. Clif questioned how administrative expenses, specifically payroll, was \$700.00 over budget. Shannon worked some overtime to the tune of \$150.00. Dispatch and preventative maintenance were \$200.00 under. And Cares funding reimbursement was delayed, August and September came in the first part of November. Clif moved to approve the financial statements. Zale seconded. Passed all in favor.

The committee addressed SPOT staffing considerations for wages. After some discussion the committee recommended that the Board agree that the mechanic hourly wage = \$22.60 + \$1.00 hazard pay.

The committee talked about Schweitzer Mountain route considerations. Clif and Donna provided an update about a meeting with Schweitzer Mountain staff. Schweitzer and SPOT bus will proceed with the Mountain Route agreement and Schweitzer plans to for several years as practical. SPOT will consider this as we apply for grants.

The committee talked about other financial considerations. The buses on order are increasing in price again. Staff are exploring options. The porta pot at the fairgrounds is temporarily removed. SPOT drivers can use the one at the Red Barn until the Spring. The committee also talked about shelter grant spending. Donna will explore the ability to pour pads as part of the site improvements instead of placing bike racks at every site.

Clif moved to adjourn the meeting. Zale seconded the motion. Passed, all in favor. The meeting was adjourned at about 10:45 a.m.