## Sandown Senior Affairs Transportation Program Meeting Minutes

Meeting Date/Time: Meeting Location: Meeting called by: Secretary of Minutes:	December 4, 2018 at 7:00 pm Town Hall Regina Wilson Colleen Donovan			
Attendees:	Regina Wilso Paul Godin	n	Scott Bickford Ron Dunbar	Colleen Donovan Duane Butts
Treasurer's report:	<ul> <li>\$21,037.85 Checking (donation money) The account has deposits pending</li> <li>\$6,596.24 Money Market Savings (warrant article money)</li> </ul>			
Donations:	\$25 in total this month			
Trips and Mile:	November drives - 18 round trips; 525 miles			

## **Open Discussion:**

General Business:

- Randy Reith has retired as a driver, which the committee regretfully accepts
  - Randy's contribution to the committee will be missed
  - The committee will send a thank you card, and will payout his final gas card for mileage reimbursement
- \$20,000 has been moved from the existing checking account to a new money market account at Santander earning 2.75%
- Still awaiting a check from the Monarchs fund raising event; expected amount is \$168.00
- Reviewed needed updates to the program's website
  - Additionally, the website will be undergoing to a change to a new site host, this is expected to go live in the next couple of weeks; we expect this change to allow committee members to have access to making website updates directly

## Drivers Needed

- Have listed this on the town website as well as the sign outside of the town hall
- Additionally, the "60s Club" might be an opportunity to find more drivers; we'll hold this idea until the spring to allow us to continue making updates to rider and volunteer forms and documents
- We will work with Penny to add an article in Tri-Town News

- Regina will reach out to Carriage Town News as well for an article
- Will also look to distribute an "email blast" to Sandown residents through Deb Brown and Paula Gulla

## New Business

- A motion was made for Paul Godin to continue with the committee as an alternate member; the motion was unanimously accepted
- A motion was made for Regina Wilson to continue in her role as Director for an additional appointment of two years; the motion was unanimously accepted
- Review of Resident Registration form for streamlining and ensuring the necessary information is being captured when the committee works with a new rider
- Also reviewed Sandown Senior Transportation Policies and Procedures, this document will be used for both divers and riders to ensure all understand the expectations of both drivers and riders
- New Fox Den resident is looking for rides to visit his spouse at Colonial in Fremont, the committee agreed that rides would be accommodated as it is believed this is a temporary situation
- Regina will create a meeting schedule for 2019 for posting on the town website
- Year to date the committee's funds are \$50 less than the start of the year; based on the balance sheet the committee is not currently planning any fund raising for 2019
- Some discussion of ride coverage for requests in the next few weeks

Next Meeting:	Tuesday, January 8, 2019 at 7:00 pm
Meeting Adjourned:	Regina adjourned the meeting at 8:18 pm

Submitted, Colleen Donovan