AGENDA
Pee Dee Regional Transportation Authority
Board of Directors Meeting
October 16th, 2025
12:00 pm

A. CALL TO ORDER

B. INVOCATION

C. APPROVAL OF AGENDA – **VOTE**

D. APPROVAL OF SEPTEMBER 18TH MEETING MINUTES – **VOTE**

E. PUBLIC COMMENTS (3-MINUTE LIMIT)

F. COMMITTEE REPORTS
   a. AUDIT DRAFT (AUDITOR PRESENTATION/Q&A)
   b. PERSONNEL COMMITTEE

G. OPERATIONS REPORT

H. EXECUTIVE DIRECTOR REPORT

I. HR REPORT & NEWSLETTER

J. PIO UPDATE

K. FINANCE REPORT

L. OLD BUSINESS

M. NEW BUSINESS
   a. INSURANCE UPDATE
   b. BYLAWS
   c. TITLE VI PROGRAM – **VOTE**
   d. POLICY 103 CHARTER BUS – **VOTE**
   e. POLICY 213 FIXED ASSETS/PHYSICAL INVENTORY – **VOTE**
   f. POLICY 214 DISPOSAL OF PROPERTY AND EQUIPMENT – **VOTE**
   g. POLICY 228 PAYROLL PROCEDURES – **VOTE**
   h. POLICY 403 CREDIT CARD – **VOTE**

i. POLICY 405 REVENUE RECOGNITION **– VOTE**
j. POLICY 406 PROGRAM INCOME **– VOTE**
k. POLICY 407 PROGRAM EXPENSE **– VOTE**
l. POLICY 408 PROCESSING FORM 600 **– VOTE**
m. POLICY 409 AUDIT PROCEDURES **– VOTE**
n. POLICY 410 COMMON COST ALLOCATION **– VOTE**

N. EXECUTIVE SESSION
O. ACTION TAKEN FROM EXECUTIVE SESSION
P. DIRECTOR'S COMMENTS
Q. CHAIRWOMAN'S COMMENTS
R. ADJOURNMENT

Next Regular Meeting Date: NOVEMBER 20th, 2025