

MINUTES OF SALARY COMMITTEE MEETING
LANE TRANSIT DISTRICT BOARD OF DIRECTORS

April 29, 1992

Pursuant to notice given to *The Register-Guard* for publication on April 27, 1992, and distributed to persons on the mailing list of the District, a meeting of the Lane Transit District Board of Directors Salary Committee was held at 12:00 p.m. on Wednesday, April 29, 1992, in the District's conference room at 3500 E. 17th Avenue, Eugene.

Present:

Tamalyn Fitch, Committee Chair, presiding
Janet Calvert
Thomas Montgomery
Phyllis Loobey, General Manager
Jo Sullivan, Recording Secretary

CALL TO ORDER: Ms. Fitch called the meeting to order at 12:00 p.m. The Salary Committee first met without Ms. Loobey being present.

MOTION

EXECUTIVE SESSION: Ms. Calvert moved that the Salary Committee adjourn to Executive Session pursuant to ORS 192.660(1)(i), to evaluate the employment-related performance of the General Manager. Mr. Montgomery seconded, and the motion carried unanimously. Ms. Loobey was called into the meeting during Executive Session.

NOTE

RETURN TO REGULAR SESSION: The meeting returned to regular session at 12:45 p.m. There was some discussion about a salary survey that Personnel Administrator Bill Nevell had performed in February 1992, and Mr. Nevell was called into the meeting briefly to answer some population and employment questions about the transit districts and government agencies with which the General Manager's salary and benefits were compared. It was decided that this information will be included on the survey findings given to the Salary Committee for next year's discussion.

The Committee commended Ms. Loobey for the excellent performance evaluation she had received from the Board members.

RECOMMENDATION FOR GENERAL MANAGER'S SALARY AND BENEFITS FOR FISCAL YEAR 1992-93: In the past, the General Manager had received a base salary; an additional annual fringe benefit supplement, to be used for additional benefits as determined by the General Manager; and a car allowance. The fringe benefit supplement last year was \$6,675. Because the supplemental benefit was treated as salary for tax purposes, Ms. Calvert suggested that the supplemental benefit amount be included in the base salary, rather than treated as a separate amount.

It was noted that the salary scale for administrative staff would increase by 4 percent in FY 92-93, a comparable amount to contract employee wage increases. The Committee

discussed increasing the General Manager's base salary, including the fringe benefit supplement, by 4 percent, as well. The General Manager's car allowance had been at \$200 per month since its inception, and the average car allowance among agencies surveyed was \$300 per month. Ms. Fitch thought an increase in the car allowance would be appropriate, especially since it was important to the District that Ms. Loobey be in close contact on issues affecting LTD during the 1993 legislative session in Salem.

MOTION

Ms. Fitch moved that the Salary Committee make the following recommendation to the full Board at the May 20, 1992, meeting: (1) inclusion of the annual fringe benefit supplement in the base salary; (2) a 4 percent increase in base salary, now including the fringe benefit supplement, for a total base salary of \$71,285; an increase in the General Manager's car allowance from \$200 per month to \$250 per month; and (4) that the Board authorize the Board President to sign a contract extending the General Manager's employment through Fiscal Year 1992-93. Mr. Montgomery seconded the motion, and the recommendation passed by unanimous vote.

VOTE

Ms. Calvert stated that it was, as always, a pleasure to work with Ms. Loobey. Ms. Loobey said that she enjoyed her job and was always learning something new, which kept the job fresh for her.

ADJOURNMENT: There was no further business, and the meeting was unanimously adjourned at 1:30 p.m.


Recording Secretary