August 15, 2020 Annual Meeting
Chebeague Transportation Company
Using ZOOM

• Please have the names of participants on the screen
  • Husband and wife, e.g.

• Participant controls if video is on or off.
  • If having internet problems, turning off video may help.

• Host will unmute participants who raise their hand to speak
“Raising Your Hand” - Laptop

To delete, click “Lower hand”
“Raising Your Hand” - Tablet

To delete, click “Lower hand”
“Raising Your Hand” - Phone

To delete, click “Lower hand”
Agenda

• Call to Order
• Explanation of meeting structure
• Introduction of directors and staff
• Treasurer’s Report
• President’s Report
• Management Report
• Nomination of Directors
• Nomination of Clerk of the Corporation
• Explanation of the voting process for the 2020 meeting
• Other Business
• Adjournment
Meeting Structure

• Today (8/15) CTC will provide reports to the members and the CTC board’s nomination for directors and clerk. No votes will be taken.

• Anyone who wants to speak should raise their hand on ZOOM and they will be unmuted and recognized

• Voting protocol will be discussed with nominations
Thanks, Martha!!
Minutes to 2019 Annual Meeting

Minutes are available:

• on chebeaguetrans.com Home page
  Click MEMBER LOG IN
  Password: chebeague

• In plastic tote on the porch at office (16 North Road)
Treasurer Report
2019

Financial Statements are available:

• on chebeaguetrans.com Home page
  Click MEMBER LOG IN
  Password: chebeague

• In plastic tote on the porch at office (16 North Road)
Income Statement
(Statement of Activities)

2019
## Revenue

<table>
<thead>
<tr>
<th>Service</th>
<th>2019</th>
<th>2018</th>
</tr>
</thead>
<tbody>
<tr>
<td>Ferry</td>
<td>650,968</td>
<td>659,739</td>
</tr>
<tr>
<td>Barge</td>
<td>95,094</td>
<td>100,753</td>
</tr>
<tr>
<td>Parking</td>
<td>482,793</td>
<td>494,658</td>
</tr>
<tr>
<td>Misc.</td>
<td>10,058</td>
<td>(16,894)</td>
</tr>
<tr>
<td><strong>Total</strong></td>
<td><strong>1,238,913</strong></td>
<td><strong>1,238,256</strong></td>
</tr>
</tbody>
</table>
## Expenses

<table>
<thead>
<tr>
<th>Category</th>
<th>2019</th>
<th>2018</th>
</tr>
</thead>
<tbody>
<tr>
<td>Wages/Benefits/Contract Services</td>
<td>727,388</td>
<td>661,719</td>
</tr>
<tr>
<td>Maintenance</td>
<td>106,829</td>
<td>85,949</td>
</tr>
<tr>
<td>Fuel</td>
<td>54,933</td>
<td>58,433</td>
</tr>
<tr>
<td>Depreciation</td>
<td>90,105</td>
<td>77,209</td>
</tr>
<tr>
<td>Other</td>
<td>195,809</td>
<td>166,576</td>
</tr>
<tr>
<td><strong>Total</strong></td>
<td>1,175,064</td>
<td>1,049,886</td>
</tr>
</tbody>
</table>
Net Income

<table>
<thead>
<tr>
<th></th>
<th>2019</th>
<th>2018</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>63,849</td>
<td>$188,370</td>
</tr>
</tbody>
</table>
Income Statement Trends

Statement of Condition (Income Statement)

<table>
<thead>
<tr>
<th>Year</th>
<th>Income</th>
<th>Expense</th>
<th>Net Income</th>
</tr>
</thead>
<tbody>
<tr>
<td>2015</td>
<td>$800,000</td>
<td>$600,000</td>
<td>$200,000</td>
</tr>
<tr>
<td>2016</td>
<td>$1,000,000</td>
<td>$800,000</td>
<td>$200,000</td>
</tr>
<tr>
<td>2017</td>
<td>$1,200,000</td>
<td>$1,000,000</td>
<td>$200,000</td>
</tr>
<tr>
<td>2018</td>
<td>$1,400,000</td>
<td>$1,200,000</td>
<td>$200,000</td>
</tr>
<tr>
<td>2019</td>
<td>$1,600,000</td>
<td>$1,400,000</td>
<td>$200,000</td>
</tr>
</tbody>
</table>
Balance Sheet
(Statement of Financial Position)

2019
# Current Assets

<table>
<thead>
<tr>
<th>Type</th>
<th>2019</th>
<th>2018</th>
</tr>
</thead>
<tbody>
<tr>
<td>Cash</td>
<td>721,411</td>
<td>493,447</td>
</tr>
<tr>
<td>Cash Reserve</td>
<td>101,073</td>
<td>100,221</td>
</tr>
<tr>
<td>Maintenance Cash Reserve</td>
<td>198,984</td>
<td>197,306</td>
</tr>
<tr>
<td>Accounts Receivable</td>
<td>742</td>
<td>11,673</td>
</tr>
<tr>
<td>Inventory</td>
<td>5,676</td>
<td>2,935</td>
</tr>
<tr>
<td>Prepaid Expenses</td>
<td>78,429</td>
<td>82,180</td>
</tr>
<tr>
<td><strong>Total</strong></td>
<td><strong>1,106,315</strong></td>
<td><strong>887,762</strong></td>
</tr>
</tbody>
</table>
# Fixed Assets

<table>
<thead>
<tr>
<th>Asset</th>
<th>2019</th>
<th>2018</th>
</tr>
</thead>
<tbody>
<tr>
<td>Land</td>
<td>45,000</td>
<td>0</td>
</tr>
<tr>
<td>Building</td>
<td>172,919</td>
<td>0</td>
</tr>
<tr>
<td>Equipment</td>
<td>2,358,702</td>
<td>1,448,542</td>
</tr>
<tr>
<td>(Depreciation)</td>
<td>(991,327)</td>
<td>(901,223)</td>
</tr>
<tr>
<td>Net Property/Equipment</td>
<td>1,585,294</td>
<td>547,319</td>
</tr>
<tr>
<td>Closing Costs</td>
<td>8,759</td>
<td>0</td>
</tr>
<tr>
<td>Less Amortization</td>
<td>(474)</td>
<td>0</td>
</tr>
<tr>
<td>Net Other Assets</td>
<td>8,285</td>
<td>0</td>
</tr>
<tr>
<td>Total Fixed Assets</td>
<td>1,593,579</td>
<td>547,319</td>
</tr>
<tr>
<td>TOTAL ASSETS</td>
<td>2,699,894</td>
<td>1,435,082</td>
</tr>
</tbody>
</table>
# Liabilities & Equity

<table>
<thead>
<tr>
<th>Type</th>
<th>2019</th>
<th>2018</th>
</tr>
</thead>
<tbody>
<tr>
<td>Current Liabilities</td>
<td>292,400</td>
<td>245,926</td>
</tr>
<tr>
<td>Long Term Liability – Office</td>
<td>194,478</td>
<td>0</td>
</tr>
<tr>
<td>Long Term Liability – Independence</td>
<td>960,000</td>
<td>0</td>
</tr>
<tr>
<td>Total Liabilities</td>
<td>1,446,889</td>
<td>245,926</td>
</tr>
<tr>
<td>Total Equity</td>
<td>1,253,005</td>
<td>1,189,156</td>
</tr>
<tr>
<td>TOTAL LIABILITIES AND EQUITY</td>
<td>2,699,894</td>
<td>1,435,082</td>
</tr>
</tbody>
</table>
President’s Report

John Rent
2019 Accomplishments

• Continue to represent CTC interests on Stone Wharf and Sunset reviews by Town
• Purchased office
• The Independence!
• Excellent safety record
Management report

Matt Ridgway
The Independence!

• Major features
  • Increased passenger capacity
  • Slightly larger (4 ft length, 2 ft beam)
  • Larger stern for freight
  • Wheelhouse on upper deck – width of boat with two steering stations – improved visibility
  • Vestibule on main cabin exit – safety for deckhands
  • Has a bathroom (head)
  • Safer access to upper deck
  • Upper deck accessible from wheelhouse
  • State of the art equipment
  • Fire suppression system in engine room
  • Same draft as the Islander/ fuel consumption similar
Focus on Safety

• CTC participation in industry educational events
  • PVA regional and national conferences
  • Coast Guard industry day
• Continued to exceed number of required drills
• Crew meetings setting guidelines for unsafe transport (due to weather)
• Successful Coast Guard safety inspections on both ferries
• Crew receives CPR and Hazmat training regularly
  • One captain is now certified to train CPR.
• Safer passenger access to the ferry
  • Working with Town on project for longer ramps.
Service Report

- Number of passengers carried – 145,799 (10,883 less than 2018)
- Number of scheduled ferry trips – 3,993
- Number of vehicles barged – 918 (4 greater than 2018)
- Number of bus passengers – 49,921 (4,287 less than 2018)
- Number of bus miles – 50,000
Communication Programs

• Website – 50,748 visits in 2019
• Facebook – 805 followers
• Instagram
• Email/text program for notices to customers - 925 subscribers (notices and newsletter)
• Monthly Newsletter in Island Calendar
• Posts on Chebeague.org
• Bulletin board on ferries
• Signs on boat, buses, and at both parking lots
A look at 2020....

John Rent
What a Year!

Matt Ridgway promoted to Assistant General Manager

New Office Manager- Scott Martin

Current Highest Priorities

- Continued Ferry and Bus Operations to safely meet the needs of the community
- Improved and transparent communications with the Town, the CIFD and the community
- Ferry Access---steep ramps, low tide restrictions
- Rescue Transport Protocols--- Criteria are being established for types of rescues where passengers will not be allowed
- CTC Insurance Renewal- we are closely monitoring COVID-related insurance industry changes

COVID 19 Impact

- Staffing
- Operational
- Financial
COVID -19

• **Staffing Impact**
  • 5 employees resigned or on leave – 3 boat, 2 mainland (20% of employees)

• **Operational Impact**
  • Reduced ferry and bus trips
  • Reduced passenger counts for social distancing
  • Regular disinfecting of ferry and buses
  • Suspended bus service for several weeks
    • Moved cars to Mellin property
    • Moved Cousins cars to Route One
  • Suspended ticket sales for several weeks
  • New tickets and procedures for ferry
  • Online ticket sales for ferry
  • New procedures for the bus service
  • Offered free barge service for COVID-19 testing
  • Offered discount barge service for quarantine
  • Developed method of transporting C-19 rescue patients that meets CDC guidelines
  • More than 25 informational bulletins to public since March
# COVID-19

## Financial Impact

<table>
<thead>
<tr>
<th>Area</th>
<th>January thru July 2019 vs. 2020</th>
<th>April thru July 2019 vs. 2020</th>
</tr>
</thead>
<tbody>
<tr>
<td>Ferry passengers</td>
<td>(53)%</td>
<td>(72)%</td>
</tr>
<tr>
<td>Bus passengers</td>
<td>(70)%</td>
<td>(83)%</td>
</tr>
<tr>
<td>Total revenue</td>
<td>(41)%</td>
<td>(52)%</td>
</tr>
<tr>
<td>Net Income change</td>
<td>($451,000)</td>
<td>($355,000)</td>
</tr>
</tbody>
</table>
COVID – 19 Financial Impact

• Started 2020 from a strong financial position
• Cash 7/31/2020 - $650,000
  • $108,000 less than July 2019
• Cash 12/31/2020 should exceed $500,000
• Cash should last into 2022
• Management actions that preserve cash are critical
• In these uncertain times CTC, like most businesses, is doing and will do everything possible to ensure continued operations.
COVID – 19 Financial Impact

• Management Actions:
  • Adjust operations to comply with COVID protocols
  • Stay up-to-date with stimulus programs and apply for these benefits
  • Reduce/adjust schedules to minimize costs while meeting essential community transportation needs
  • Minimize scheduled work hours
  • Eliminate discretionary spending
  • Investigate options to reduce debt repayment costs
  • Investigate options for revenue increase
Back to the Agenda...

- Report of Nominating Committee
- How to vote
- Other Business
- Adjournment
Board and Clerk Nominations

• Directors of the Corporation
  • John Rent
  • Geoff Summa

• Clerk of the Corporation
  • Lew Holman
Voting

- Votes to be taken on:
  - Approval of 2019 Annual Meeting minutes
  - Approval of 2019 Treasurer’s report
  - Election of CTC Directors (2)
  - Election of CTC Clerk

- All members have been provided a ballot and a proxy by mail

- Ballot or proxy must be received by the CTC office by 4 PM on 8/25
  - Ballot and proxy available on CTC website on Members page

- Write-in nominations
  - Can be made on the ballot
  - CTC must receive written notice from the write-in candidate that s/he is willing to serve on the CTC board by 4 PM on 8/25

- Results of vote will be posted on 8/25.
Other Business
Adjournment

Thank You!!