



Benzie Transportation Authority
Regular Meeting of the Board of Directors
July 19, 2022 @ 5:30PM 14150 US 31 Beulah, MI 49617
Minutes approved as presented August 16, 2022

1. Welcome Guests & Call to Order by Chair John Morse @ 5:30 p.m.
2. Roll Call to determine quorum: Present: Jeannette Feeheley, Anne Noah, Chris Kitchen, Dorene Strang, John Morse, Evan Warsecke, Guest: Sarah Heintz. Staff: Jessica Carland, Chad Hollenbeck, Wendy Wedemeier and Nancy Hunt.
3. Approval of Agenda- **Motion** by Strang to approve agenda as amended. Support by Kitchen. All ayes, **motion carried**.
 - a. Call for Conflict of Interest: None
4. Public Comment: None
5. Approval of Minutes from the June 21, 2022 Special Meeting: **Motion** by Noah to approve minutes as presented. Support by Feeheley. All ayes, **motion carried**.
6. Consent Agenda Items: **Motion** by Kitchen to approve consent agenda excluding Financials, as presented. Support by Kitchen. All ayes, **motion carried**.
 - a. Manager's Reports: ED, Ops, and MM.
 - b. Monthly Financials- Overview was given, a more detailed view will be provided for approval at the next FPP meeting.
7. Chairman's Report- Morse has been getting a lot of positive feedback from staff.
 - a. Proposal for realignment of committee structures- **Motion** by Kitchen to separate the FPP committee to create a Finance Committee and a Policy and Personnel Committee. The Marketing committee will be dissolved and these changes will be effective Oct 1. Support by Jeannette. All ayes, **motion carried**.
8. Committee Reports
 - a. Succession Planning- Kitchen gave overview of the current status of the search. The advertisements will begin immediately and the deadline is August 5th.
 - b. Finance, Policy & Personnel- Feeheley has been appointed as chair and Strang vice-chair.
 - c. Marketing & Outreach- Carland reported that Flightplan has been contracted to assist with marketing and we have been participating in the Lake Ann car nights where our trolley is on display.
9. Old Business
 - a. For Approval
 - i. Articles of Incorporation + Resolution 2022-02- **Motion** by Kitchen to rescind the prior resolution and approve the new resolution. Support by Strang. All ayes, **motion carried**.
Motion by Strang to approve the Bylaws as presented. Supported by Kitchen. All ayes, **motion carried**.
 - ii. Bylaws & Rules of Procedure + Resolution 2022-01- **Motion** by Kitchen to approve the new resolution. Support by Strang. All ayes, **motion carried**.
 - b. Board Goals -Carland reported on goal progress. Additional goals will be added at the

beginning of the fiscal year and when a permanent Director has been appointed.

c. SDNT Grant Decision - Carland gave a recap of the grant. Discussion about the costs and maintenance of this project. **Motion** by Kitchen to withdraw the SDNT grant application. Support by Strang. All ayes, **motion carried.**

10. New Business

a. FY2023 Budget Final Approval - Wedemeier presented the FY23 budget with explanation of line items. **Motion** by Strang to approve budget as presented. Support by Noah. All ayes, **motion carried.**

b. Policies up for Approval - Wellness Program Policy, Discretionary Compensation Policy - **Motion** by Strang to approve both policies as presented. Support by Kitchen . All ayes, **motion carried.**

c. Advance Notice and Full Disclosure Prior to Board Action Policy- Feeheley presented this idea for consideration. **Motion** by Strang to accept this procedure. Support by Noah. 4 ayes, 1 nay, **motion carried.**

d. BTA Policy Review Assignments - Carland presented the idea of segregating policies into those that the Board should review regularly and those which may be adequately reviewed by the management team. **Motion** by Strang to adopt the Policy Assignment Recommendation as presented. Support by Noah. All ayes, **motion carried.**

e. MPTA Board Training Recommendation- Hunt will reach out to Clark Harder to see if he is willing to do a mid week evening half day training.

11. Public Comment: None

12. Board Roundtable: Millage is in 2025. Carland requested everyone to think about who might want to be involved with the Friends and fundraising efforts. Morse invited everyone to do a tour of the facility at 4:50 p.m. just prior to the September meeting. Anne thanked everyone for carrying on while she has been tied up with work and personal commitments.

13. Adjournment @7:34

Nancy Hunt, Recording Secretary

Date