



**Benzie Transportation Authority –Meeting of Board of Directors**

**Tuesday, Jun 15, 2021 5:30 - 6:30 p.m.**

**14150 US Highway 31, Beulah, MI 49617**

**Approved as presented August 17, 2021**

1. Welcome Guests & Call to Order by Chair John Morse at 5:35PM
2. Roll Call: Anne-present, Amy-present, John-present, Evan-present, Jeff-absent. Staff present: Bill Kennis, Jessica Carland, Wendy Wedemeier and Nancy Hunt.
3. Approval of Agenda: **Motion** by Amy to approve agenda as presented, support by Anne. All ayes, **motion carried**.
4. Public Comment: None
5. Approval of May 14, 2021 Special Meeting Minutes: **Motion** by Anne to approve minutes as presented, support by Amy. All ayes, **motion carried**.
6. Chairman's Report
  - a. Board Member Recruitment & Succession Planning- Chris Kitchen was invited tonight. He has submitted an application to be appointed to the board but it has not yet been received.
  - b. Manager's Reports: E.D., Ops., and M.M-CLE will be running this summer. We will be running shuttles on July 4<sup>th</sup> to assist Frankfort, Elberta and Beulah. Partnering with Manistee is still a goal. Our trolley has been designed and is being assembled with delivery by mid-July.
7. Committee Reports
  - a. Executive Committee- A packet has been assembled for potential board members. This will be a handy tool for giving to individuals who may want to join our board.
  - b. Finance, Policy and Personnel
    - i. License Fee/Physicals Reimbursement- Changes made allowing for drivers holding a chauffeur's license to drive in limited situations.
    - ii. Compensation System- No changes
    - iii. Discretionary Compensation- No changes
    - iv. Employee Internet Acceptable Use- No changes
    - v. Public Wireless Access- No changes. **Motion** by Amy to approve all policies as presented, adopting the proposed changes. Support by Anne. All ayes, **motion carried**.
  - c. Marketing- A lot of advertising during June for summer services. Trolley colors have been chosen along with a Crystal Lake Express logo. Bike and Ride brochures have been printed and will be distributed soon. Anne went over the packet that was created for potential board members.
8. Old Business
  - a. Free Rides for Staff and BOD- Bill has feelers out at other agencies and is looking at the benefits vs. drawbacks. Tabled until August meeting.
  - b. Conflict of Interest Policy- FPP recommend that each Board member and manager sign page 6 of this policy annually, acknowledging this policy. They are then responsible for disclosing conflicts as they come up. **Motion** by Amy to approve policy as amended, support by John, all aye, **motion carried**.
9. New Business: None

10. Board Roundtable - General announcements: Amy shared that a Transportation Coordinator went above and beyond to get a first time rider to the airport very early in the morning. He is now a strong supporter and is spreading the word. Jessica shared that Grow Benzie's only fundraiser is being held the last weekend of July. Bill and Jessica shared their experiences of ride-alongs.
11. Public Comment: None
12. Adjournment at 6:40PM

Next Meeting Tuesday, August 17, 2021 @ 5:30 p.m.

---

Nancy Hunt, Recording Secretary

---

Date