



**Benzie Transportation Authority
Special Meeting of the Board of Directors
June 21, 2022 @ 5:30PM Benzie Bus Station
Minutes approved as presented July 19, 2022**

1. Call to Order by Chair John Morse at 5:32 p.m.
2. Roll Call to determine quorum: Present: Dorene Strang, Jeannette Feeheley, Anne Noah, Chris Kitchen, John Morse and Evan Warsecke, ex-officio. Staff present: Jessica Carland and Nancy Hunt.
3. Welcome and Recognition of Visitors: Dorene introduced Sarah Hienz who has applied for a board seat.
4. Approval of Agenda: **Motion** by Feeheley to approve agenda as presented, support by Kitchen. All ayes, **motion carried**.
5. Approval of May 17, 2022 Meeting Minutes: **Motion** by Feeheley to approve minutes as amended, clarifying that the Board Chair is ex-officio on all committees except for the Executive Committee, and add adding State Savings Bank as a future option, support by Strang. All ayes, **motion carried**.
6. Public Comment: None
7. Benzie Transportation Authority Articles of Incorporation: Discussion and corrections to the presented document. **Motion** by Kitchen to approve resolution of Articles of Incorporation 2022-02 as amended with minor changes, support by Feeheley. Roll call vote: Aye's: Kitchen, Noah, Strang, Feeheley, And Morse. Nays: None, motion **carried**.
8. Benzie Transportation Authority Bylaws and Rules of Procedure: Discussion and changes were made. Further proofing and changes will continue. **Motion** by Kitchen to table vote until July meeting, supported by Strang. All ayes, **motion carried**.
Motion by Kitchen to approve Regular Board Meeting Schedule for 2022 Resolution 2022-03, supported by Strang. Roll call vote: Aye's: Noah, Feeheley, Strang, Morse, And Kitchen. Nays: None, **motion carried**.
9. Board Goals: Discussion about desired format. **Motion** by Noah to accept Short Term Goals S1, S2 and S3 of the operational goals submitted by the management team, support by Kitchen. Roll Call vote, Ayes: Kitchen, Strang, Jeannette, Morse, Anne. Nays: None, **motion carried**. Additional Goals will be crafted by Morse, Noah and Carland.
10. Recommendation and Approval of Documents presented by Ad Hoc Succession Committee
 - a. Executive Director Job Description: **Motion** by Morse to approve Job Description as presented at the committee, support by Noah. All ayes, **motion carried**.
 - b. Plan for Advertising the Job Posting: Job ads will be approved at the next Succession Committee meeting for release the following day. Hunt has the authority to choose which of the presented platforms to use to advertise, excluding newspapers.
 - c. Budget for Advertisement of Posting: **Motion** by Kitchen to spend up to \$2k on a job posting. Support by Noah. Ayes: 4, Nays: 1, motion **carried**.
 - d. Salary Range for Executive Director Position: **Motion** by Morse to use the salary range of \$64k-\$78k for the Job Posting, support by Noah. All ayes, **motion carried**. Morse and Kitchen are working on a method for determining the strategy for offering salary to next E.D.
11. Public Comment: None
12. Meeting Adjournment at 8:27 p.m.