



**Benzie Transportation Authority
Finance Committee
November 20, 2023 @ 5:30PM
14150 US 31 Beulah, MI 49617
Minutes approved as amended January 15, 2024**

1. Call to Order by Chair Brian Halliday @ 5:30PM
2. Roll Call to Determine Quorum: Present: Dorene Strang, Sara Hienz, John Morse (ex-officio), Chris Kitchen and Brian Halliday. Staff Present: Jessica Carland, Wendy Wedemeier, and Nancy Hunt.
3. Welcome and Recognition of Visitors: Jeannette Feeheley, board member.
4. Correspondence: None
5. Approval of Minutes from September 18, 2023: **Motion** by Strang to approve minutes as presented. Support by Hienz. All ayes, **motion carried.**
6. Amendments/Additions to Agenda: None
7. Public Comment: None
8. Approval of Agenda: **Motion** by Kitchen to approve agenda as presented. Support by Strang. All ayes, **motion carried.**
9. Call for Conflict of Interest: None
10. Old Business
 - a. Monthly Financial Reports: September/October: Carland reported that there was nothing out of the ordinary in the month of September. Wedemeier shared that October came in slightly under budget. Halliday asked about the possibility of showing more details on the check register. Wedemeier reported that QuickBooks only provides a standard report. The State Operating Assistance percentage was reduced slightly which will decrease our revenue by \$15,292. The committee has requested that this amount be brought to the attention of the board at the next meeting for approval. Halliday brought up the concern of not showing ineligible expenses on the income statement report. Carland will work on a solution with Wedemeier. Wedemier was instructed to call 4Front Credit Union tomorrow as several members stated there is currently a high interest CD rate being advertised. Intrafi's rates are not as competitive as they stated in their presentation at the September meeting.
11. New Business
 - a. ED Mileage Reimbursement Action: **Motion** by Kitchen to approve the E.D. mileage reimbursement request as presented. Supported by Hienz. All ayes, **motion carried.** Halliday voiced his concern over management using debit cards rather than credit cards which may offer more protection against fraudulent charges. Wedemeier and Carland stressed that the transactions are run as credits not debits. Discussion followed.

12. Public Comment: Feehley would like to see ineligible expenses on the income statements. She also asked questions regarding the fraudulent charges that were made. Feeheley was pleased that this was a situation which is unlikely to happen again. Kitchen wants to be careful about what is asked for financially. He is comfortable with Morse working with Carland and Wedemeier to come up with something that better meets the desires of the Board. ~~Next Meeting: January 15, 2024 @ 5:30PM~~
13. Next Meeting: January 15, 2024 @ 5:30PM
14. Committee Roundtable
15. Adjournment @ 6:26PM

Nancy Hunt, Recording Secretary

Date