



Benzie Transportation Authority - Special Meeting of Board of Directors

Tuesday, October 15, 2019 5:30 - 7:00 p.m.

14150 US Highway 31, Beulah, MI 49617

Approved as presented Dec. 10, 2019

1. Welcome Guests, John Morse & Call to Order: Chairperson Herczak called to order at 5:31 p.m.
2. Roll Call – PRESENT: Susan Kirkpatrick, Anne Noah, Amy Herczak, John Morse and Jennifer Kolinske via phone. ABSENT: Patty Roth and Eric Van Dussen . Evan Warsecke also present. Staff present, Bill, Chad, Jessica, Wendy and Nancy.
3. Approval of Agenda- **Motion** by Susan to approve agenda as amended, adding Millage under New Business. Support by John, all ayes, **motion carried**.
4. Public Comment: None
5. Approval of August 20, 2019 Meeting Minutes: **Motion** by Anne to approve minutes as presented. Support by Susan, all ayes, **motion carried**.
6. Chairwoman's Report
 - i. Manager's Reports: E.D. Ops, & M.M.-Big news was the Millionth Rider. Ridership is up 13% from 2018. New tablets are on order and Bill is working with Dell to work out compensation for poor tablet quality. Halloween and NYE Nite Owl sponsorship has been going well.
 - ii. Millionth Rider- Millionth rider was a great success. Both news stations were here and we received a lot of exposure. Long time rider Nate Ely was our millionth rider and was very pleased to be the big winner.
 - iii. Adhoc Committee Succession Planning- Committee of Anne, Patty, Amy and Bill met October 2nd and came up with a Leadership Succession Plan Recommendation. This recommendation was distributed to all Board Members. Amendments that were made to the recommendation are as follows: transition period changed to not to exceed 4 weeks, rather than not to exceed 2 weeks. In order to abide by BTA Bylaws, it was also clarified that in the absence of an E.D. the Ops Manager would be acting Interim Director. **Motion** by Anne to adopt this Succession Plan as amended. Second by Amy, all ayes, **motion carried**.
7. Committee Reports
 - a. Finance, Personnel & Policy
 - i. Financial Statements
 - a) Yearend & Cash flow- We ended the year very close to the target budget. The Board is pleased with this.
 - ii. Policies
 - a) Board Compensation:
 - b) License Fee/Physical Reimbursement: **Motion** by Jennifer to adopt both Board Compensation and License Fee/Physical Policies as amended. Support by Anne, all ayes, **motion carried**



- b. Marketing- Jessica shared a report on the Millionth Rider. Currently the focus is on Halloween and NYE Nite Owl. The financial goal for obtaining sponsorship has almost been met. The final ridership on the Crystal Lake Express was 1,100 over 7 weekends.
8. Old Business: None
9. New Business: Millage-There was discussion on when to put the millage on the ballot. Pros and Cons for each date were discussed. The Friends of Benzie Bus group needs to be re-activated. Amy and Jennifer will change the Friends of Benzie Bus bank account at State Savings Bank to electronic statements in order to save the monthly statement fees. The account will then be handed over to whomever will be heading the group. **Motion** by Jennifer to go in March of 2020 to renew and restore our millage. Support by Anne, all ayes, **motion carried**.
10. Board Roundtable- General announcements- Chad shared that he and Moe will be traveling to Thunder Bay next week to inspect a trolley that may be available. If we proceed, we could obtain 2 trolleys for \$2.00. These would be stored in Frankfort and used for the Crystal Lake Express or similar services.
11. Public Comment
12. Adjournment: **Motion** by John to adjourn. Support by Susan. All ayes, **motion carried**. Meeting adjourned at 6:40 p.m.

Next Meeting Tuesday, Dec. 17th 5:30 p.m.

MISSION: Benzie Bus connects people of all ages and abilities to our community and promotes independence and prosperity through a safe and convenient public transit system.

VISION STATEMENT: Benzie Bus envisions a future in our Benzie County community in which:

- All people can live, learn, work, and play conveniently and independently without driving.
- People choose to travel via public transportation because it is a safe, affordable, modern, and efficient way of getting where they want to go.
- Employers and employees prosper with convenient transportation solutions that support and strengthen communities and the local economy.
- Families are strengthened and sustained through cost-effective and convenient transportation choices for all family members.

Nancy Hunt, Recording Secretary

Date