



**Benzie Transportation Authority**

**Finance, Personnel & Policy (FPP) Committee Meeting**

**Wednesday, August 9, 2017 4:30 p.m.**

Benzie Transportation Authority, Beulah, Michigan 49617

**APPROVED AS PRESENTED OCTOBER 18, 2017**

**Welcome and Call to Order** Jennifer called the meeting to order at 4:47PM

Present Josh, Eric, Jennifer

- 1. Approval of Minutes of June 21, 2017 - Motion** by Eric supported by Jennifer to approve the minutes as amended. All ayes, *motion carried.*
- 2. Public Comment** None
- 3. Budget YTD** - Cost reductions from fewer Fulltime employees, delayed raises and higher revenues means that we're projecting \$160,000 surplus.
- 4. Amended 2018 Budget** – several changes were discussed and the net affect is a projected net gain of \$36,000 more than approved in March = \$62,288. This results from a projected decrease in expenses by \$32,000 with better labor expense projections. **Motion** by Eric to recommend to the Board the amended Budget. Second by Josh. All ayes, *motion carried.*
- 5. Old Business**
- 6. Severance Policy** – Committee discussed what other Transits or public/Gov't Agencies in terms of severance. Jessica will evaluated other agencies.
- 7. New Business**
- 8. Legal Counsel Change** – It was suggested that Bill draft an RFP and seek bids from local attorneys to select whom we might retain in further matters. Subsequently, Janis Adams by default, will retain our files locally and can be considered for continuity in interim matters.
- 9. Insurance Policy Change** – Bill informed the Committee that a modest increase will be absorbed by changing to Blue Cross from Priority Health.
- 10. Spending budget surplus on Ford Transit** – Bill expressed that some capital expenditures could be made with surplus funding. **Motion** by Eric to recommend to the Board that Benzie Bus spend up to \$60,000 for a Ford Transit and \$30,000 for tablets. Second by Josh. All ayes, *motion carried.*
- 11. Public Comment** None
- 12. Future Meeting Schedule** October 18<sup>th</sup>, prior to BOD meeting, **4:00 -5:15**

**Motion** by Josh supported by Eric to adjourn the meeting at 6:00 p.m. All ayes, *motion carried.* Meeting adjourned.

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William Kennis, Recording Secretary

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Date