



**Benzie Transportation Authority**

**Finance Committee**

**January 15, 2024 @ 5:30PM**

**14150 US 31 Beulah, MI 49617**

**Minutes approved as presented May 20, 2024**

1. Call to Order by Chair Brian Halliday @ 5:33PM
2. Roll Call to Determine Quorum: Present: Sara Hienz, Dorene Strang, Chris Kitchen, John Morse (ex-officio) and Brian Halliday. Staff Present: Jessica Carland, Wendy Wedemeier and Nancy Hunt.
3. Welcome and Recognition of Visitors: None
4. Correspondence: None
5. Approval of Minutes from November 20, 2023: **Motion** by Kitchen to approve minutes as amended with one minor edit. Supported by Hienz, all ayes, **motion carried**.
6. Amendments/Additions to Agenda: None Addition of 11.b Millage Committee Recommendation.
7. Public Comment: None
8. Approval of Agenda: **Motion** by Kitchen to approve agenda as presented. Supported by Hienz. All ayes, **motion carried**.
9. Call for Conflict of Interest: None
10. Old Business
  - a. Monthly Financial Report: November and December financials were reviewed. Concern was raised that the Intrafi account is not at the interest rate that was presented by Honor Bank Staff at a previous meeting. Carland and Wedemeier will work on negotiating a higher rate, or withdraw the funds for a better investment opportunity.
  - b. Mobility Coordinator Position: Carland shared that the recruitment of a PT Mobility Coordinator has not been fruitful. Carland would like to offer this position as PT up to FT for the right applicant. At the December meeting of the Personnel & Policy Committee, the committee passed the recommendation that the Finance Committee review the financials and make a recommendation to the full Board. **Motion** by Kitchen to advertise and offer this position as *up to* a full time position. Supported by Strang. All ayes, **motion carried**.
11. New Business
  - a. FY2025 Preliminary Budget: Carland gave a review of the Annual Budget cycle. The preliminary budget was reviewed and questions were answered. **Motion** by Kitchen to recommend the Preliminary Budget to the Board as presented. Supported by Hienz. All ayes, **motion carried**.

- b. Millage Committee Recommendation for Mil Rate: At the January 11, 2024 meeting of the Millage Committee, the committee passed a motion requesting that the Finance Committee review their supporting documents and approve the request of a full mil in August 2024. Halliday explained that the 5 year forecast was created in order to best determine the financial needs of BTA over the next 5 years. There was discussion regarding the concern over inflation and the community impact of a millage increase. **Motion** by Strang to recommend the Board approve the Millage and Financial committee recommendation of one (1) mil. Supported by Kitchen. Roll Call Vote: Ayes:Kitchen, Strang, Hienz and Halliday. Nays: None. **Motion carried.**
12. Public Comment: None
13. Next Meeting: March 18, 2024 @ 5:30PM
14. Committee Roundtable: Strang requested "Agenda" be added to the header of all meeting agendas.
15. Adjournment @ 6:37PM

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Nancy Hunt, Recording Secretary

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Date