



Benzie Transportation Authority

Finance Committee

September 16, 2024 @ 5:30PM

14150 US 31 Beulah, MI 49617

Minutes approved as presented November 18, 2024

1. Call to Order by Chair Brian Halliday @ 5:30 PM.
2. Roll Call to Determine Quorum: Present: Brian Halliday, John Morse, Jeanette Feeheley, Anne Noah and Sara Miller. Staff Present: Jessica Carland, Wendy Wedemeier and Nancy Hunt.
3. Welcome and Recognition of Visitors: None
4. Correspondence: None
5. Approval of Minutes: **Motion** by Morse with support by Miller to approve minutes as presented. All ayes, **motion carried**.
6. Amendments/Additions to Agenda: None
7. Public Comment: None
8. Approval of Agenda: **Motion** by Morse with support by Miller to approve agenda as presented. All ayes, **motion carried**.
9. Call for Conflict of Interest: None
10. Old Business
 - a. Wage Analysis - Halliday thanked Carland for updating the wage analysis with the new wages and reiterated the usefulness of the tool for budgeting moving forward. Carland requested that the organizations identified in this analysis remain confidential.
11. New Business
 - a. Financial Report: Wedemeier presented overview. Even with a few unexpected expenses, we are still trending very well.
 - b. FY2026 Preliminary Budget Process: Carland proposed that an all member meeting be held in January with the audit and budget process as main agenda items.

Motion by Feeheley with support by Morse to have an additional board meeting in January to go over the preliminary budget for the next fiscal year in order to allow Board members time to ruminate and prepare to make decisions at the normally scheduled board meeting. Ayes-1 nays -3. **Motion failed**.
 - c. Executive Director Evaluation: Noah shared that the executive committee met to discuss E.D. evaluation. Three Board Members participated and it was a glowing review. The Executive Committee requested that the Finance committee determine whether or not Carland should receive an increase greater than the 3% that is built into her contract. After discussion, this committee has determined that Carland brings great value to the organization and with the successful

millage passage, it is pertinent that an additional increase be considered. The wage survey that was completed shows that the current salary is below the median.

Motion by Miller with support by Halliday to recommend to the board an increase of 8% rather than the contractual 3% for fiscal year 2025. 3-Ayes, 1- nays,

motion carried.

12. Public Comment: None
13. Board Roundtable: None
14. Next Meeting: November 18, 2024 @ 5:30PM
15. Adjournment @ 6:26PM

Nancy Hunt, Recording Secretary

Date