



Benzie Transportation Authority – Succession Ad Hoc Committee Meeting

Tuesday, January 21, 2020 5:30p.m.

14150 US Highway 31, Beulah, MI 49617

Minutes approved as presented March 18, 2020

Committee Members Present: John Morse & Anne Noah

Absent: Patty Roth & Amy Herczak

Staff: Bill Kennis & Nancy Hunt

1. Welcome and Call to Order at 5:33 p.m.
2. Approval of the Agenda as amended- **Motion** by John, support by Anne. All ayes, **motion carried.**
3. Public Comment- None
4. Approval of Minutes October 2, 2019-Minutes reviewed. Unable to approve due to lack of quorum.
5. New Business
 - a. Notice to E.D. of Contract Expiration May 31, 2020 – Anne and Nancy will draft a notice to present to the Full Board at the February Board Meeting. Once approved, notice will be given to current E.D. that evening.
 - b. Hire a Search Firm or Do Our Own Search- We will conduct our own search.
 - c. Desired Process and Timeline- Job will be posted for 3 weeks at selected sites.

Round #1- 3 Board members and Nancy will meet to review applications and narrow down candidates for interviews. If an internal employee applies, they will automatically advance to Round 2.

Round #2- Private interview with 3 Board committee members and 2 community members perhaps 1 county representative and Ingemar (LAC member).

Round #3- Meet and Greet activities will be held throughout the afternoon (attached). A Special Board Meeting will be called to conduct final interviews. Upon completion of interviews, Board will go into closed session and make their final decision. Decision will not be announced until negotiations have been made and an offer has been accepted.
 - d. Job Posting and Committee Composition- Job posting was written and will go to full Board for approval at February Board Meeting.
6. Public Comment: None
7. Adjournment at 8:33 p.m.

Nancy Hunt, Recording Secretary

Date