



Benzie Transportation Authority – Ad Hoc Succession Committee

Tuesday, May 3, 2022 5:30 p.m.

14150 US Highway 31, Beulah MI 48617

Minutes approved as presented May 10, 2022

1. Welcome Guests & Call to Order at 5:30 p.m. by Board Chair, John Morse.
2. Roll Call- Present: Anne Noah, John Morse, Chris Kitchen, Dorene Strang, Ingemar Johansson, and Evan Warsecke. Excused: Jeanette Feeheley. Staff Present: Nancy Hunt and Chad Hollenbeck.
3. Approval of Agenda- **Motion** by Evan to approve agenda as amended, adding g. i. Bill's laptop. Support by Anne, all ayes, **motion carried**.
4. Public Comment: None
5. Approval of July 27, 2020 Minutes- **Motion** by Ingemar to approve minutes as presented. Support by Anne, all ayes, **motion carried**.
6. Old Business
7. New Business
 - a. Appointment of Committee Chair & Vice Chair: **Motion** by John to appoint Chris as committee chair, support by Anne. All ayes, **motion carried**. At 5:39 the meeting was turned over to Chris. **Motion** by Evan to appoint Anne as Vice Chair, support by Dorene. All ayes, **motion carried**.
 - b. Determine Members of Ad Hoc Succession Committee: Ingemar, Chad, Anne, Dorene, Chris, John, Jeannette and Evan. Rhonda Nye, will fill in for Evan for any meetings he is unable to attend.
 - c. Determine scope of committee: Discussion on performing an exercise with the Board and staff to learn what qualities we want in the future leader. Board goals can be derived from these conversations. Chris and John will facilitate discussions with staff over the next couple of weeks. Dorene will scribe.
 - d. Review selection process established for prior E.D. search- Top applicants from the last search should be invited to re-apply.
 - e. Timeline for E.D. selection: Goal would be to hold a Special Meeting in August for final decision in order to have E.D. in place for Oct 1 contract.
 - f. Assignment of tasks to other committees/staff as needed: Committee members are to think about open ended questions and read over the correspondence that Chris will get to Nancy to forward on 5/4/2022. Committee members are to review the proposed search plan and timeline along with the request for open-ended questions.
 - g. Recognition: BBQ will be held for Bill on his final day so that staff can wish him well. John, Anne and Jeannette drafted a letter of appreciation which will be presented to Bill on his final day.
 - i. Bills laptop- Bill has asked that he be allowed to retain the BTA laptop that has been assigned to him to use. It is BTA practice to collect BTA property at the conclusion of employment, This practice will be upheld.
 - h. Next Meeting dates: Tuesday May 10, 2022 & May 31, 2022 @ 5:30 p.m.
8. Public Comment: None
9. Adjournment @ 6:43 p.m.

Nancy Hunt, Recording Secretary

Date