



**Benzie Transportation Authority**  
**Regular Meeting of Board of Directors**  
**Wednesday April 19, 2017 5:30 - 7:00 p.m.**  
**14150 US Highway 31, Beulah, MI 49617**  
**Approved as Amended May 17, 2017**

1. **Welcome Guests and Call to Order** Josh Stoltz called the meeting to order at 5:35PM
2. **Roll Call** Eric VanDussen, Josh Stoltz, Irene Nugent, Susan Kirkpatrick, John Nuske, Amy Herczak; Absent: Eugene Allen; Staff: Bill Kennis, Jessica Carland, Chad Hollenbeck; Guest: Jennifer Kolinske
3. **Amendments/Changes to Agenda** None
4. **Approval of Agenda Motion** by Irene to approve the agenda as presented, **support** by Susan. **All ayes, motion carried**
5. **Public Comment** None
6. **Approval of February 15, 2017 Meeting Minutes Motion** by Irene to approve the February 15, 2017 meeting minutes as presented. **Support** by Susan. **All ayes, motion carried.**
7. **Chairman's Report**
  - a. **Board Membership** Josh discussed reducing the number of board members from 9 to 7. Last meeting, the Board made a motion to amend the Bylaws and made a recommendation to the County Commissioners to amend the Articles of Incorporation. The Commissioners made a motion to change the Bylaws; however, they needed to make a resolution to amend the Articles of Incorporation. **Motion** by Eric to excise "Benzie County Citizen at Large" and amend "Commission on Aging" to "Benzie Senior Resources" and excise the name of the Executive Director. **Support** by Amy. Discussion. Josh recommended looking over the Articles of Incorporation in more detail and bringing in back to the Board of Commissioners later. **Motion withdrawn.** The Board will review the Articles of Incorporation and suggest changes at the next meeting. Josh thanked John Nuske for his 7 years on the Board. Josh also thanked Irene Nugent for her time on the Benzie Bus Board. Jennifer will be joining the Board next month as well as Anne Noah, who is a previous Board member and current member of the Local Advisory Committee.
  - b. **Annual Meeting: Officer Elections** Next month: Officer elections at the Annual meeting. This may be Josh's last year as Board Chair, so he encouraged the Board to start thinking about leaders for the future.
  - c. **E.D. Annual Review** Josh went over the process for the ED review. It's a good time for the Board to be critical supporters of the Director. The ED review will be on the June meeting agenda.
  - d. **CTAA "Rural Transit of the Year" MPTA Nomination** Benzie Bus has been nominated for Rural Transit of the Year by the President of MPTA. The winner will be announced at the CTAA expo in Detroit in June.
8. **Financial Report**
  - a. **First ½ FY 2016-2017** Bill presented the financials. First half of the year looks good. There have been some vehicle maintenance expenses due to the aging fleet. Chad discussed maintenance of the vehicles. Financials are tracking well. Employees received a 3% raise after a great year.
9. **Committee Reports**
  - a. **Marketing** – The annual Rider/Non-Rider survey begins Saturday at the Expo. Jessica removed some demographic questions that weren't giving much value anymore and added some questions about JARC, NEMT, where riders get information on our services, how best to inform people of services, and used a couple questions to promote the TC and Thompsonville expansions. Benzie Bus will be giving free rides to the Expo and Job Fair this Saturday, and to polling places on May 2<sup>nd</sup>. Next on the list for the Marketing Committee will be Try Transit Week, which is June 5<sup>th</sup> thru 9<sup>th</sup>.



- b. **Finance, Personnel & Policy**
  - i. **Board Policies** Policy review dates and assignments were discussed. Eric asked if we could add the Articles and Bylaws to the website. Chad recommended giving Board members **access** to the employee portal ~~so they could access them~~ **and posting the Articles and Bylaws in the portal for easy access**. Amy discussed MERS. She would like to have a MERS representative speak to the Board. Benzie Bus has Defined Benefit and there's a risk due to the age of the workforce. Bill thinks Defined Contribution may be better for both employees and Benzie Bus.
- 10. **Old Business** None
- 11. **New Business** Chad gave an update on passenger shelters that are in the works. The slabs in Thompsonville, Honor and Frankfort are poured. He predicts the shelters will be completed by the end of next month.
- 12. **Board Roundtable- General announcements, ideas, questions** Coury discussed a letter from the Road Commission in regard to petitioning to rebuild 31 between Honor and Benzonia. Josh explained the Board can pass a resolution to support the Road Commission's resolution to present to MDOT. **Motion** by John to support the road commission's resolution. **Support** by Irene. Discussion. **All ayes, motion carried.**
- 13. **Public Comment** None
- 14. **Adjournment** **Motion** by Amy to adjourn. **Support** by Susan. **All ayes, motion carried.** Meeting adjourned at 7PM

Next Meeting Wednesday, May 17, 2017 @ 5:30 **Annual Meeting**

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Jessica S Carland, Recording Secretary

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Date