



**Benzie Transportation Authority
Special Meeting of the Board of Directors**

August 28, 2025 @ 5:30 PM

14150 US 31 Beulah, MI 49617

MINUTES APPROVED AS AMENDED OCTOBER 21, 2025

1. Call to Order by Chair Feeheley @ 5:30 PM
2. Roll Call to Determine Quorum: Present: Dave Davis, Jeannette Feeheley, Brian Halliday, Anne Noah, Dorene Strang, and Gary Sauer (ex-officio). Staff Present: Jessica Carland and Nancy Hunt.
3. Welcome & Recognition of Visitors: Michael Smith, Joanne Manilla, Jan MacKenzie and Sara Miller (joined at 6:12 PM).
4. Correspondence: George Granlund Aug 6, Joanne Marilla Aug 12,
5. Approval of Minutes of August 5, 2025 Regular Meeting: **Motion** by Noah with support from Strang to approve the August 5, 2025 meeting minutes as amended. Roll Call Vote: Yays: Noah, Strang. Nays: Feeheley, Halliday, and Davis. **motion failed**.
Motion by Davis with support from Strang to table the approval of the meeting minutes until the audio from the meeting can be reviewed and the additions requested by Noah can be verified to be accurate. Roll Call Vote: Yay: Davis, Feeheley, Halliday. Nay: **None** Noah, Strang. **Motion carried**.
6. Amendments/Additions to Agenda: None
7. Public Comment: Statement by John Morse was read. Morse was unable to attend the meeting.
8. Approval of Agenda: **Motion** by Davis with support from Halliday to approve the agenda as presented. All ayes, **motion carried**.
9. Call for Conflict of Interest: None
10. Reports to the Board
 - a. July Financial Statements: Halliday asked a question regarding charges for board meals. The charge included a board meal and supplies from Sam's club. Carland will request Wendy indicate such in the memo field of the check register moving forward.
11. Old Business
 - a. Executive Director Evaluation: Feeheley **feels** **stated** that these evaluations are personal opinions and not up for discussion. Feeheley turned this part of the meeting over to Davis. Davis and Feeheley asked Carland questions about expansion plans and future goals. Davis stated that he is new to all of this but the bus system is running so Carland must be doing well. Feeheley asked Carland to describe how the organization responds to incidents such as vehicle accidents.
Motion by Noah with support by Strang to hold off on discussion about risk management and focus on the E.D. evaluation. Roll Call Vote: Ayes: Noah

Strang. Nays: Halliday, Davis and Feeheley. ***Motion failed.*** Carland described the response to the most recent vehicular incident. Feeheley voiced her approval of the process.

Strang asked Carland to share information about the recent Friend of Transit award. Carland shared that we are extremely lucky to have Benzie Senior Resources in our community. She nominated them for this award to show her gratitude and they were one of three award recipients.

Noah shared and read a written evaluation of Carland which she requested be attached to the meeting minutes. Halliday stated that Carland is doing a fantastic job. He mentioned that Carland's immediate reaction to forecasting 5 years ahead was noted. Strang feels that Carland has shown exponential growth and she is proud to call her BTA's Director. Feeheley is satisfied with how the bus is being run and she hopes that she and Carland can grow their relationship. She feels that evaluations should be done privately and is uncomfortable with this process.

12. New Business

- a. Executive Director Job Description: Suggested changes were reviewed and an updated job description was agreed upon. Carland will create a clean copy with these changes and present it for adoption at the September **meeting agreement**,
- b. Executive Director Employment Agreement: Halliday would like to move to a one year contract with quantifiable metrics that must be met in order determine salary levels. Carland stated that she was not comfortable with this and she would like wages to be equitable. She stated that she works hard everyday for the community. She would like to have a 3 year contract, and it does not feel good to be offered a 1 year contract after having just received a positive review. Carland excused herself at approximately 7:20 PM to allow the Board to speak freely. Strang wishes to continue with a 3 year contract. Davis was under the impression that a one year contract would give the E.D. flexibility to negotiate. A break was called at 8:01 PM. The meeting reconvened at 8:09 PM.

Motion by Noah with support by Strang to offer the E.D. \$89,400 which is an 11.62% increase and the market median according to the recent compensation study. Discussion followed. Roll Call Vote: Yay: Noah, Strang, Nay: Davis, Feeheley, Halliday. ***Motion failed***

Motion by Halliday with support by Davis to offer the E.D a 6% increase for the 2025-2026 Fiscal year. Roll Call Vote: Yay: Davis, Feeheley, Halliday. Nay: Noah, Strang. ***Motion carried***.

Carland returned at approximately 8:30 PM and was presented with an amended employment agreement and the Board's proposed salary. She declined to comment at that time, and stated she will prepare something for the September meeting.

13. Public Comment: Miller read a statement which she asked be included in the meeting minutes. Manilla commented on the importance of upholding commitments and sees that it isn't happening, stating that transparency is the solution to public misconception. Jan

MacKenzie stated that the community is lucky to have Carland and hopes that we do not lose her.

14. Roundtable: Halliday explained to Carland the motives behind the salary that was offered and his concern for the public's opinion if she were given an 11% wage increase. Noah shared that some of the members are less concerned with public appearance and are committed to upholding the commitment that was made last year. The Board's job is to educate the public about decisions that are made, and **Noah** she feels with proper education the public would **understand be okay with** the increase. Feeheley expressed that the board is happy with the E.D. performance.
15. Next Meeting: September 16, 2025 @ 5:30 PM
16. Adjournment @ 9:05PM

Nancy Hunt, Recording Secretary

Date