



**Benzie Transportation Authority  
Executive Committee Meeting**

**Tuesday May 25, 2021 5:30 p.m.  
14150 US Highway 31, Beulah, MI 49617**

Minutes approved as presented February 17, 2022

1. Welcome Guests & Call to Order by chair John Morse at 5:25 p.m.
2. Roll Call: Anne-present, Jeff-present, Evan-present, John-present. Staff present: Nancy Hunt
3. Approval of Agenda: **Motion** by Evan to approve agenda as presented, support by Jeff. All ayes, **motion carried.**
4. Public Comment: None
5. Approval of August 8, 2018 Meeting Minutes: **Motion** by Evan to approve minutes as presented, support by Jeff. All ayes, **motion carried.**
6. Old Business: E.D. contract: has been signed and executed. Anne is happy to continue to serve on the Ad Hoc E.D. Search committee. Jeff has agreed to chair this committee. Nancy and Anne will resurrect the process, job posting, etc.
7. New Business
  - a. Board Member Annual Process Procedure: We have 3 vacant seats on the Board. John and Anne both have potential candidates. John asked Evan to invite Guy Sauer to give a suggestion on a Board Member. John asked to be kept apprised of any interest.
  - b. Packet of Tools for potential BOD
    - i. Resign or renew letter- Discussion about the letter. Some minor changes were made in the wording. Board Chair will give to expiring members at February meeting each year.
    - ii. Application for board seat- John would like a 4-5 page packet which would include a letter from Chair, application, current BOD and terms, meeting calendar for the next year, Mission Statement, Annual Report, and the link to the bylaws on website. The Marketing Committee will head this project. More discussion on ways to be attractive as a BOD. The idea of having a high school student on the Board is being entertained.
8. Board Roundtable - General announcements-John thanked everyone for coming. In the future this committee should be held annually in February to compete E.D. evaluation. Evan's county email was hacked. Do not open anything from him for the next 2 weeks. John asked for input on what they would like to see included in the Chairman's Report. Board activity, contact from the community (Buzz). Sharing information from other committee's
9. Public Comment :None
10. Adjournment at 6:23p.m.

Next Meeting –As needed

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Nancy Hunt, Recording Secretary

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Date