



REGULAR MEETING OF THE BOARD OF DIRECTORS

November 18, 2025 @ 5:30 PM
14150 US Hwy 31 Beulah, MI 49617

MINUTES APPROVED AS AMENDED JANUARY 14, 2026

1. Call To Order by Chair Feeheley @ 5:30PM. Feeheley congratulated Carland for being named "2025 Influential Women of Northern Michigan".
2. Roll Call To Determine Quorum: Present: Brian Fleetwood, Brian Halliday, Anne Noah, Jeannette Feeheley, Jack O'Malley, Kayla Russell, Gary Sauer. Absent: Michael Smith. Staff Present: Jessica Carland, Chad Hollenbeck, Nancy Hunt and Wendy Wedemeier.
3. Welcome And Recognition Of Visitors: Welcome to newly appointed board member Kayla Russell.
4. Correspondence - D.Strang 11/7/2025
5. Approval Of October 21, 2025 Meeting Minutes: **Motion** by Russell with support from O'Malley to correct the spelling name Russell. All ayes, **motion carried**.
Motion by Noah with support from O'Malley to amend the last 2 sentences of item 14 to "The board discussed the possibility of including virtual meeting recordings through links available on the BTA website. Staff will research the cost of video recording of open meetings and making them publicly available on the BTA website and report back at the November meeting. All ayes, **motion carried**.
Motion by Halliday with support by O'Malley to approve minutes as amended. All ayes, **motion carried**.
6. Amendments/additions to Agenda: None
7. Public Comment: None
8. Approval of Agenda: **Motion** by O'Malley 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. Financial Report
 - b. Chairperson's Report
 - c. Executive Director and Management Team Reports
11. Old Business
 - a. Maner Costerisan Update
12. New Business
Motion by Feeheley with support by Halliday to elect a Vice Chair and Treasurer by open nominations and secret ballot voting. All ayes, **motion carried**.
 - a. Election of Vice Chair: O'Malley was nominated as Vice-Chair and accepted the nomination. There were no further nominations.
Motion by Feeheley and supported by Halliday to close nominations and elect O'Malley as Vice Chair. All ayes, **motion carried**.

- b. Election of Treasurer: Fleetwood was nominated as Treasurer and accepted the nomination. There were no further nominations.
Motion by Feeheley and supported by Russell to close nominations and elect Fleetwood as Treasurer. All ayes, ***motion carried***.
 - c. Approval of ED Mileage Reimbursement: **Motion** by O'Malley with support from Fleetwood to approve the ED Mileage reimbursement request. Roll Call Vote Ayes: 7, Nays: 0, ***motion carried***.
 - d. FY2027 Budget: Noah requested the 5-Year Financial Forecast be provided in the December board packet. Feeheley requested a preliminary budget be included in the December board packet and that the following wage scenarios be included : 0% wage increase, 3% wage increase, and 5% wage increase.
 - e. Live Streaming / Video Recording of Meetings: **Motion** by Halliday with support by Noah to begin recording meetings and to post recordings on a BTA YouTube channel for public viewing. All ayes, ***motion carried***.
 - f. Policies
 - i. Audio Recording of Open Meetings: **Motion** by Halliday with support by O'Malley to approve the Audio Recording of Open Meetings policy as amended. All ayes, ***motion carried***.
 - ii. Freedom of Information Act (FOIA).
Motion by Noah with support by Fleetwood to have the ED and Chair work together and contact Foster Swift to review the newly drafted FOIA policy and report their findings to the board. All ayes, ***motion carried***.
 - iii. Compliance Protocol & Resources for Board and Management: **Motion** by O'Malley with support by Noah to table this policy until all board members have access to all BTA board policies. All ayes, ***motion carried***. There was discussion that the board also desired clarification from the attorney about examples of what is FOIAable and who is to be in direct contact with the attorney according to the Attorney Use policy. Whether this refers to the ED, who is listed as the sole repository, or the Board Chair.
The board reviewed the DRAFT policy, created by Feeheley and reviewed by legal counsel. In response to the board action at the October 21, 2025 board meeting, "directing that all board, staff, and legal correspondence pertaining to staff tensions resulting in the drafting of the Compliance Protocol Policy be distributed to the full Board for review at the November meeting", the board reviewed information provided by the chair. Upon review, the board did not receive all attorney/chairperson correspondence as was requested, and directed that the remainder of the communication (including redlined documents from the attorney), be sent directly to the board.
- ~~1. History of applicable Board, Staff, and Legal Correspondence~~
 - ~~2. Policy as reviewed and approved by our Attorney for Board consideration~~

13. County Liaison Updates: Sauer gave kudos to BTA Health Rides and BTA board members. Len Mathieu was appointed as District VI commissioner. A new equalization director was hired and the County hopes to be fully staffed soon. The Crystal Lake Project will be moving forward.
14. Public Comment: None
15. Board Roundtable: Noah spoke about term renewals, encouraging those planning to renew their seats to reapply in January.
16. Next Meeting: December 16, 2025
17. Adjournment @ 8:15PM

Nancy Hunt, Recording Secretary

Date