



**Benzie Transportation Authority - Regular Meeting of Board of Directors**

**Tuesday, October 16, 2018 5:30 - 7:00 p.m.**

**14150 US Highway 31, Beulah, MI 49617**

Minutes approved as presented December 18, 2018

1. Welcome Guests & Call to Order **Meeting called to order at 5:30PM**
2. Roll Call **Amy Herczak, Jennifer Kolinske, Anne Noah, Eric VanDussen**
3. Approval of Agenda **Motion by to Jennifer support by Eric approve October 16, 2018 Regular Meeting of Board of Directors Agenda as presented. All ayes, *motion carried***
4. Public Comment **None**
5. Approval of August 14, 2018 Meeting Minutes **Motion by Eric to approve August 14, 2018 Regular Meeting Minutes as presented. Support by Anne. All ayes, *motion carried***
6. Chairwoman's Report
  - a. Annual Report & 2019 Goals **Overview of FY2018 Annual Report and Board Goals for 2019**
  - b. Bosch \$8M Challenge Grant **Benzie Bus/BATA/Allegan County partnered with BOSCH, which received \$1 million to develop an app that will reduce ride cancellations, improve ease of access, and enable interoperability with current dispatch software.**
  - c. MSU Survey Results **Overview of rider survey conducted by MSU. Notable points include high overall satisfaction rates, top 3 desires of our riders ( ), and a 25% increase in the number of riders that would not make their trip at all if it were not for Benzie Bus.**
  - d. Management Reports – E.D., Ops., MM
7. Committee Reports
  - a. Finance, Personnel & Policy
    - i. Financial Summary **Parts revenue for vehicles went down substantially due to newer vehicles.**
    - ii. Year-end estimates **Year-end there is about \$115k in reserves. Discussion over areas for growth in the future as the system continues to improve efficiencies and save money.**
    - iii. Policies
      1. Attendance and Punctuality **Change in first paragraph the word *effect* to *impact***
      2. Change of Personal Information **No changes**
      3. Deactivation of Users Accounts **No changes**
      4. Harassment **No changes**



5. Paid Holidays **Addition of “An employee is eligible for holiday pay on their 91st calendar day from date of hire”**

**Motion by Amy supported by Anne to approve policies as presented. All ayes, motion carried.**

- b. Marketing **Heavily promoting the Halloween Nite Owl service (paid for by local sponsoring establishments) and Airport Service. We’ll be providing free rides to the polls on Nov. 6 as well as to the Crystal Mountain job fair on Nov 6th and 7th. We’re also in the early stages of talking to schools about ski ‘n ride programs.**
8. Old Business **None**
9. New Business **None**
10. Board Roundtable - General Announcements **Jennifer thanked the staff and management for their hard work. She recently used the system on a regular basis for medical appointments and was very pleased with the way the system worked.**
11. Public Comment **None**
12. Adjournment **Meeting adjourned at 6:24PM**

Next Meeting Tuesday, December 18th @ 5:30 - 7

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Recording Secretary

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Date