**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
	1. Annual Report & 2019 Goals **Overview of FY2018 Annual Report and Board Goals for 2019**
	2. 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 interoperabililty with current dispatch software.**
	3. 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.**
	4. Management Reports – E.D., Ops., MM
7. Committee Reports
	1. Finance, Personnel & Policy
		1. Financial Summary **Parts revenue for vehicles went down substantially due to newer vehicles.**
		2. 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.**
		3. 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**

* + - 1. 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*.**

* 1. 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.**
1. Old Business **None**
2. New Business **None**
3. 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.**
4. Public Comment **None**
5. Adjournment **Meeting adjourned at 6:24PM**

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

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Recording Secretary Date