



BATA Regular Meeting Minutes

Thursday, August 26, 2021

BATA Transfer Station at 115 Hall Street, Traverse City, MI 49684

1. Call to Order by Chairperson – Richard Cochrun
Chairman Cochrun called the meeting to order at 1:00pm
2. Pledge of Allegiance and Moment of Silence
The Pledge of Allegiance was recited and a Moment of Silence observed.
3. Roll Call

Richard Cochrun	PRESENT
John Sommavilla	PRESENT
Linda Joppich	PRESENT
Heather Harris-Brady	PRESENT
Brad Jewett	PRESENT
Robert Fudge	PRESENT
Rick Robbins	PRESENT
4. First Public Comment
There was no public comment.
5. Approval of Agenda
On a Motion made by Robert Fudge and seconded by Brad Jewett, the BATA Board of Directors approved the August 26, 2021 Regular Meeting Agenda with the following exception:

move both 11(a) Revised FY22 Budget and 11(b) FY22 Capital Expenditures, to occur after Closed Session rather than before Closed Session.

MOTION CARRIES: 7-0
6. Approval/Acceptance of Minutes
 - a. July 29, 2021 Regular Meeting of the Board of Directors
On a Motion made by Brad Jewett and seconded by Linda Joppich, the BATA Board of Directors approved the Minutes of the July 29, 2021 Regular Meeting as presented.
MOTION CARRIES: 7-0
 - b. July 29, 2021 Closed Session of the Board of Directors
On a Motion made by Brad Jewett and seconded by Linda Joppich, the BATA Board of Directors approved the Minutes of the July 29, 2021 Closed Session as presented.
MOTION CARRIES: 7-0

7. Executive Director's Report – Kelly Dunham
Kelly reviewed her monthly report and highlighted the following:

She, Eric Lingaur, and Chris Davis recently attended a leadership seminar presented by James C. Hunter, a Leelanau County resident and author of an international bestseller, *The Servant*, as well as a new book, *The Culture*. The seminar proved to be very worthwhile and Kelly will be sharing some of the seminar's concepts with management in the coming weeks.

Kelly reported that she, and several other community leaders from various transportation agencies, met with the director of MDOT, Mr. Paul Ajegba. Director Ajegba was very impressed with the work that we're doing with the new facility.

She also met recently with Representative John Roth about the new facility and he is very supportive and offered to assist on issues we may face, especially infrastructure.

The MPTA Conference was attended this week by Kelly, Eric Lingaur, and Erik Falcon. BATA received a plaque commemorating 35 years of service.

The COAST program contract will be ending on September 30th. We have reviewed the program with the COA (Commission on Aging) and they will be transitioning to Link on Demand. We will no longer provide a dedicated bus, but the COA will continue to provide their clients passes for LOD. A communication plan is being formulated to distribute to members. Brad Jewett reports that the cost per ride was steep and not fiscally responsible to continue from the Grand Traverse County Commission perspective.

- a. HQ Facility/Owner's Representative Report – Jerry Tomczak, Program Manager, Cunningham-Limp

Jerry Tomczak reported that budget estimates will soon be formulated. The BATA parcels have been divided into two (for future funding or possible sale options). As far as scheduling, it appears that the fall of 2023 may be the completion target date. Steel and lumber prices are decreasing and are becoming more available in the open market. He meets with the road commission this evening and is looking for PUD approval from Garfield Township in September.

- b. BATA/TCHC Joint Development and Cost Sharing Agreements

The Agreements were drafted by the TCHC attorney and our attorney responded. The Agreements were reviewed during the meeting and questions and comments were addressed.

8. Finance Reports

- a. Finance Oversight Team Update – Kelly Dunham

- i. Employee Recognition/De Minimis Spending Policy

The Policy supports the types of spending allowed for various employee benefits and events.

- b. July FY21 Finance Reports – Nichole Thompson

- i. Income Statements

Nichole reviewed the Finance Reports. Noting the following:

Year to Date reflects the actual percentage of our Income. We are above budget for July which added to our variance. Expenses are below budget. Paid Leave is vacation time which is accrued and adjusted at year end. Fuel has slightly increased which is normal for this time of year.

On a Motion made by Brad Jewett and seconded by Linda Joppich, the BATA Board of Directors accepted the July FY21 Finance Reports as presented.

MOTION CARRIES: 7-0

9. Chairperson's Report – Richard Cochrun
The Retreat has been confirmed for September 30th at Hotel Indigo. The Board Meeting time for September has been moved to 9:00am.

10. Old Business

- a. Board Request Tracker – Kelly Dunham

- i. Credit Card Policy Review – Nichole Thompson

The Credit Card Policy was reviewed and this item will now be removed from the Tracker.

11. Closed Session – Kelly Dunham

- a. Collective Bargaining Negotiation

On a Motion made by Brad Jewett and seconded by Robert Fudge, the BATA Board of Directors moves to go into Closed Session at 1:53pm for the purpose allowable under Section 8(c) of the Open Meetings Act, for strategy and negotiation of a collective bargaining agreement.

[Roll Call]

Richard Cochrun	YES
John Som mavilla	YES
Linda Joppich	YES
Heather Harris-Brady	YES
Brad Jewett	YES
Robert Fudge	YES
Rick Robbins	YES

MOTION CARRIES: 7-0

On a Motion made by Brad Jewett and seconded by Robert Fudge, the BATA Board of Directors reopened the regular meeting at 2:54pm.

MOTION CARRIES: 7-0

12. New Business

- a. Revised FY22 Budget

The FY22 Budget was reviewed and questions from the directors were addressed.

On a Motion made by Brad Jewett and seconded by Linda Joppich, the BATA Board of Directors approved the Revised FY 2022 Budget as presented.

[Roll Call]

Richard Cochrun	YES
John Som mavilla	YES
Linda Joppich	YES
Heather Harris-Brady	YES
Brad Jewett	YES
Robert Fudge	YES

Rick Robbins YES
MOTION CARRIES: 7-0

b. FY22 Capital Expenditures

Nichole reviewed the FY22 Capital Expenditures and answered questions from the directors. She noted there are no new projects, just rollovers. John Sommavilla inquired about a comparison of expenses vs ridership and Kelly noted that this is provided on the scorecard which she will place on the October board agenda.

On a Motion made by Brad Jewett and seconded by Robert Fudge, the BATA Board of Directors approved the FY 2022 Capital Expenditures as presented.

[Roll Call]

Richard Cochrun YES
John Sommavilla YES
Linda Joppich YES
Heather Harris-Brady YES
Brad Jewett YES
Robert Fudge YES
Rick Robbins YES

MOTION CARRIES: 7-0

13. Second Public Comment

There was no Public Comment

14. Directors' Comments/Open Floor

There were no Director Comments

15. Adjournment

On a Motion made by Brad Jewett, the BATA Board of Directors moved at 3:06pm to adjourn the August 26, 2021 Regular Meeting.

MOTION CARRIES: 7-0

Submitted/Recorded by: Mary Meredith, Administrative Services

Approved on 9-30-21
DATE

Linda Joppich
Linda Joppich, Secretary