



BATA Regular Meeting Minutes

Wednesday, June 26, 2019

BATA Transit Station

Traverse City MI 49684

1. Call to Order by Chairperson
The meeting was called to order at 12:03pm by Chairperson Cochrun.
2. Pledge of Allegiance and Moment of Silence
The Pledge of Allegiance was recited and a Moment of Silence observed.
3. Roll Call
Present: Richard Cochrun, Linda Joppich, Debra Rushton, Heather Harris-Brady and Brad Jewett
Absent: John Somnavilla, Nicole VanNess

Also Present: Tyler Bevier, Chris Davis, Kelly Dunham, Eric Lingaur, Mary Meredith, Nichole Thompson
4. Public Comment*
There was no public comment.
5. Approval of Agenda
On a Motion made by Debra Rushton and seconded by Brad Jewett the BATA Board of Directors approved the June 26, 2019 Regular Meeting Agenda as presented.
MOTION PASSES: 5-0
6. Approval/Acceptance of Minutes
 - a. May 29, 2019 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 May 29, 2019 Regular Board Meeting with a revision to add the reopening time of the Regular Board Meeting that followed Closed Session.
MOTION PASSES: 5-0
 - b. May 29, 2019 Closed Session
On a Motion made by Debra Rushton and seconded by Linda Joppich, the BATA Board of Directors accepted the Minutes of the May 29, 2019 Closed Session as presented.
MOTION PASSES: 5-0

7. Executive Director's Report – Kelly Dunham
Kelly Dunham reported on the month's activities. Discussion included changing the time of the board meetings back to 9:00am from the current start time of noon. It was concluded by the board that this could be accommodated.

BATA is doing a special outreach event for the area hotels' front desk staff underwritten by Traverse City Tourism. The purpose of this event is to inform hotel staff about BATA services and schedules.

Ad sales have reached capacity and are projected to remain at this level for the rest of the summer.

The Bayline has officially turned one year old. Tyler Bevier reviewed ridership numbers. The 8th Street construction appears to have little impact on our deviated routes so far. Director Harris-Brady has used the new transit mobile app and found it successfully updating 8th St deviations.

The House Bill which would have drastically cut back our operations budget was amended on the House Floor and the current funding level is included in the Bill that passed to the Senate.

Chris Davis and the admin team have worked hard to get our staffing levels in a good position for the upcoming summer. The Bayline (6 buses) with extended hours and shuttle buses will be running during the Cherry Festival.

8. May FY2019 Finance Reports – N Thompson

a. Income Statements

No new large variances in May. Overall net position is still over forecast. In August we will have our quarterly updates.

On a Motion made by Brad Jewett and seconded by Heather Harris-Brady the BATA Board of Directors accepted the May FY19 Finance Reports as presented.

MOTION PASSES: 5-0

b. DG&N Quarterly Audit Results with BATA's Response – N Thompson

The quarterly audit resulted in two small findings (a) purchase orders and packing slips not retained within the Finance Department's records and (2) variances of Genfare reports and bank deposits. Nichole presented a response to both findings.

On a Motion made by Debra Rushton and seconded by Brad Jewett the BATA Board of Directors accepted DG&N's Quarterly Audit Results and BATA's Response as presented.

MOTION PASSES: 5-0

At this point in the meeting, the Executive Director suggested moving Closed Session to the end of the meeting to facilitate a more efficient meeting.

On a Motion made by Debra Rushton and seconded by Brad Jewett the BATA Board of Directors approved moving previous Agenda item #9 “Closed Session/Facilities Ad Hoc Update” to the end of the meeting at #11e.

MOTION PASSES: 5-0

9. Chairperson’s Report – Richard Cochrun
10. Old Business
 - a. Board Request Tracker
The Board Tracker was accepted with no major changes.
11. New Business
 - a. Tax Rate Resolutions L4029 – N Thompson
 - i. Resolution to approve the Grand Traverse County 2019 Summer Tax Rate
 - ii. Resolution to approve the Leelanau County 2019 Summer Tax Rate
 - iii. Resolution to approve the Leelanau County 2019 Winter Tax Rate

On a Motion made by Brad Jewett and seconded by Debra Rushton, the BATA Board of Directors approved the Grand Traverse County 2019 Summer Tax Rate Resolution as presented.

| | | |
|-------------------|---------------------|------------|
| Roll Call: | Cochrun | Yes |
| | Joppich | Yes |
| | Rushton | Yes |
| | Harris Brady | Yes |
| | Jewett | Yes |

MOTION PASSES: 5-0

On a Motion made by Debra Rushton and seconded by Brad Jewett, the BATA Board of Directors approved the Leelanau County 2019 Summer Tax Rate Resolution as presented.

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|-------------------|---------------------|------------|
| Roll Call: | Cochrun | Yes |
| | Joppich | Yes |
| | Rushton | Yes |
| | Harris Brady | Yes |
| | Jewett | Yes |

MOTION PASSES: 5-0

On a Motion made by Debra Rushton and seconded by Brad Jewett, the BATA Board of Directors approved the Leelanau County 2019 Winter Tax Rate Resolution as presented.

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|-------------------|---------------------|------------|
| Roll Call: | Cochrun | Yes |
| | Joppich | Yes |
| | Rushton | Yes |
| | Harris Brady | Yes |
| | Jewett | Yes |

MOTION PASSES: 5-0

- b. 2019 Scorecard – Kelly Dunham
Kelly presented the Organization Performance Scorecard. Five pillars were identified to gauge BATA's success. Year-to-date performance was reviewed, noting that major collisions are low, however we have had several minor incidents. We are looking at providing more training on reducing this number.

Peer comparison within the industry will be done at the end of the calendar year.

- c. Adopt-a-Stop Program Review – Tyler Bevier
Tyler explained that this was an idea generated by a BATA driver to identify different ways we could partner with local companies with a goal of maintaining our stops to make them more pleasant and accessible to riders. Tyler will be leading the committee to implement this initiative.

- d. Board Calendar
i. August Board Meeting Date (moving to August 14, 2019)
ii. Time of Meetings (moving to 9:00a for remainder of year)

On a Motion made by Brad Jewett and seconded by Linda Joppich the BATA Board Directors approved the revisions to the 2019 Board Meeting Calendar as presented.

MOTION CARRIES: 5-0

- e. Facilities Ad Hoc Update – Closed Session

On a Motion made by Brad Jewett and seconded by Linda Joppich the BATA Board of Directors moved, at 1:20pm, to go into Closed Session under section 8(e) of the Open Meetings Act, for discussion of property purchase, as requested by Kelly Dunham.

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|-------------------|---------------------|------------|
| Roll Call: | Cochrun | Yes |
| | Joppich | Yes |
| | Rushton | Yes |
| | Harris-Brady | Yes |
| | Jewett | Yes |

MOTION CARRIES: 5-0

On a Motion made by Debra Rushton and seconded by Brad Jewett, the BATA Board of Directors moved to reopen the Regular Meeting at 2:06pm

MOTION CARRIES: 5-0

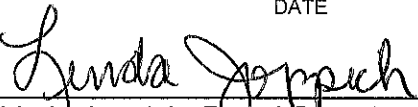
On a Motion made by Brad Jewett and seconded by Debra Rushton, the BATA Board instructed the Executive Director to move forward with property acquisition, as discussed in Closed Session.

MOTION CARRIES: 5-0

12. Public Comment
Hannah Driver, CMH Traverse House Director, notified the board that the Clubhouse is holding a fundraiser during the Cherry Festival and asked for permission to use an area of BATA property during the event.
13. Directors' Comments/Open Floor
14. Adjournment
On a Motion made by Brad Jewett, the BATA Board of Directors moved to adjourn the June 26, 2019 Regular Meeting.
MOTION CARRIES: 5-0

Submitted/Recorded by: Mary Meredith, Administrative Assistant

Approved on 8-14-19
DATE


Linda Joppich, Board Secretary