



BATA Regular Meeting Minutes
Wednesday, April 24, 2019 – 5:30pm
Hall Street Transfer Station
Traverse City, Michigan 49684

1. Call to Order by Chairperson
The Meeting was called to order by Acting Chairman John Sommovilla at 5:30pm
2. Pledge of Allegiance and Moment of Silence
The Pledge of Allegiance was recited and a Moment of Silence observed.
3. Roll Call
Present: Heather Harris-Brady, Brad Jewett, Linda Joppich, Debra Rushton, John Sommovilla, and Nicole VanNess
Absent: Richard Cochrun
Also Present: Tyler Bevier, Chris Davis, Kelly Dunham, Eric Lingaur, Mary Meredith, and Nichole Thompson
4. Public Comment
There was no Public Comment
5. Approval of Agenda
On a Motion made by Debra Rushton and seconded by Linda Joppich, the BATA Board of Directors approved the April 24, 2019 Regular Meeting as presented.
MOTION CARRIES: 6-0
6. Approval of Minutes
 - a. February 27, 2019 Closed Session of the Board of Directors
On a Motion made by Debra Rushton and seconded by Linda Joppich, the BATA Board of Directors approved the Minutes of the February 27, 2019 Closed Session as presented.
MOTION CARRIES: 6-0
 - b. March 27, 2019 Regular Meeting of the Board of Directors
On a Motion made by Debra Rushton and seconded by Brad Jewett, the BATA Board of Directors approved the Minutes of the March 27, 2019 Regular Board Meeting as presented.
MOTION CARRIES: 6-0

c. April 11, 2019 Facilities Ad Hoc Meeting
On a Motion made by Debra Rushton and seconded by Linda Joppich, the BATA Board of Directors approved the April 11, 2019 Facilities Ad Hoc Meeting as presented.
MOTION CARRIES: 6-0

7. Executive Director's Report – Kelly Dunham
Kelly reviewed her monthly report with the Board, highlighting specific items of interest.

The COAST bus contract has been renewed. The service will be expanding from three days/week to five days/week by October 1st.

The Cass Road drainage project Day of Review has been moved back to July 11th. Operationally this may be to our advantage so as not to coincide with the 8th Street project. The 8th Street construction is scheduled to begin May 6th.

We are getting a good response on our Bayline sponsorship efforts. Additionally, a new concept "Art Rides" has emerged which may involve local community artists. Discussion is ongoing on the feasibility of this idea and the Board will be kept apprised.

The Facilities Ad Hoc Committee has been meeting with to review options for a new operations center. There is more work to do and the Ad Hoc will continue its efforts.

- a. Ridership Report – Tyler Bevier
Tyler presented a quarterly update on ridership on the various routes. Of special note is that Loop 3 will be suspended during the 8th Street construction project.

8. Finance Reports – Nichole Thompson
Nichole reviewed the following reports and addressed questions from the Board.

- a. March/Q2 FY19 Finance Reports
- i. Income Statements
 - ii. Statement of Net Position
 - iii. Capital Reserve Fund Report
 - iv. Operating Reserve Fund Report
 - v. Cash Flow Analysis

On a Motion made by Nicole VanNess and seconded by Brad Jewett, the BATA Board of Directors accepted the March/Q2 FY19 Finance Reports as presented.
MOTION CARRIES: 6-0

9. Finance Oversight Team Update – Kelly Dunham
Kelly updated the Board on recent FOT activities. We have moved forward on moving some funds to CDs with an advantageous interest rate.
10. Chairperson's Report
There was no Report.
11. Old Business
 - a. Board Request Tracker
The Tracker was reviewed and each line item will be updated per discussion and then presented again at the next meeting.
12. New Business
 - a. EEO Plan Revision – Chris Davis
Chris Davis reviewed the revisions to the EEO Plan. Only minor changes have been made, including the addition of “sexual orientation” and “sexual identity” on the first page of the plan.

**On a Motion made by Heather Harris-Brady and seconded by Nicole VanNess, the BATA Board of Directors approved the Equal Employment Opportunity Plan as revised.
MOTION CARRIES: 6-0**

13. Public Comment
There was no Public Comment
14. Directors' Comments/Open Floor
Heather Harris-Brady mentioned that Senior Center remodeling will necessitate the closing of the facility for some time. Activities for seniors will be spread out at other agencies in town. COAST might be a good resource for seniors needing to get to these other areas.

Eric talked about the upcoming Senior Expo in May. We are setting up a temporary Bayline stop at the Civic Center to accommodate those attending the Expo.

BATA has a buddy system in place for those requesting help.

15. Adjournment
**On a Motion made by Debra Rushton at 6:36pm, the BATA Board of Directors moved to adjourn the April 24, 2019 Regular Meeting.
MOTION CARRIES: 6-0**

Submitted/Recorded by: Mary Meredith, Administrative Assistant

Approved on 5-29-19
DATE

Linda Joppich
Linda Joppich, Board Secretary