

Marquette County Transit Authority

1325 Commerce Drive

Marquette, MI 49855

Board Meeting Minutes of April 18th, 2019

Call to Order

Bosio Boyd Etelamaki Grund Kasper
Krah LaRue Nankervis Tollefson

Others present: Geller, Operations- Klein, Director-Koski, Finance-Richer, Operations.

Minutes

Bosio made a motion to approve the meeting minutes of March 28th, 2019 as presented. LaRue supported. Unanimously approved.

Consent Agenda

Tollefson made a motion to approve the consent agenda as presented. Etelamaki supported. Unanimously approved.

Agenda

LaRue made a motion to approve the agenda as presented. Kasper supported. Unanimously approved.

Public Comment

Joanna Mitchell from Marquette presented the Board of Directors with a hand out in regards to grants for electric busses.

Action Items

1. Finance Committee Report presented by Grund:

Grund reported that the Finance Committee met on April 12th, 2019 with Range Bank to discuss a business platform banking online service. This platform will provide greater security measures for our online banking accounts. The Finance Committee recommends that the business banking platform be approved.

Grund also reviewed the Management Letter that was received from our Auditors. The Finance Committee recommends that a non- signatory member of the Finance Committee randomly reviews account and checks on a regular basis.

The Finance Committee recommends that the finance committee review time cards of the staff members on a quarterly basis.

The Finance Committee recommends that invoices are reviewed and approved by the appropriate personnel then submitted for payment.

The finance Committee recommends that the finance officer be removed as a check singer and add Richer as signer.

The Finance Committee recommends that the Finance Committee meet on a quarterly basis to review the balance sheet and bank accounts.

Etelamaki made a motion to approve all of the recommendations from the Finance Committee. Tollefson supported. Unanimously approved.

Old or New Business

LaRue inquired about putting Marq-Trans phone number on the back of the new busses. Klein will look into doing this.

Kasper inquired about the new hospital and if a new route has been put into place. Richer replied that the hospital is not opening until June now but a new route has been made and is ready for the June opening.

Tollefson commented that with the route changes it would be a good time for Klein to go on TV6 and promote Marq-Tran and the route changes prior to the hospital opening.

Public Comment

None

Adjournment

Bosio made a motion for adjournment at 6:17 p.m. Boyd supported. Unanimously approved. Chair Nankervis adjourned the meeting at 6:17 p.m.

Sincerely,

April Koski, Finance