

**Board Meeting Minutes: February 15, 2024**

**Call to order @ 6pm** by Bill De Groot Chairperson

**Roll call:** Bill De Groot, Pete LaRue, Jason Wallner, Karen Kasper, Tim Overmyer, Dawn Schuhknecht, Ed Anderson, Barb Owdziej, Taylor Klipp, Sean Hobbins

**Excused:** Scott Krah

**Other Present:** Bill Geller- Executive Director, Mike Richer-Operations Manager, Kristine McDonnell-Finance Officer, Janet Cobb-Administrative Assistant, 2 members from general public.

**Minutes of January 18th Regular Meeting:**

Motion made by Wallner to approve minutes from meeting with spelling corrections, second by LaRue. Motion carried.

**Consent Agenda**

Motion made by Klipp to approve consent agenda, supported by Wallner, motion carried.

**Agenda for meeting of February 15th**

Motion made by Schuhknecht, supported by Anderson to approve agenda, motion carried.

**Public Comment:** none

**Action Items:**

1. Committee Assignments: Motion made by Wallner and supported by Anderson to accept committee assignments as designated by De Groot and LaRue, motion passed.
2. Finance Committee: Motion made for meeting scheduled for February 27th at 2:30 pm by De Groot, supported by Owdziej, motion passed.
3. Re-Approval of Resolution of Intent and Master Agreement: Motion made by Overmyer, supported by LaRue. Discussion by **Geller**, that this was previously approved and signed by McDonnell but required signature by Owdziej, Geller also presented a "Blanket Signature Resolution" approved by the State which allows another person to sign for authorization of projects. Blanket Resolution allows "Executive Director" and "Finance Officer" verbiage as opposed to specific individual.
4. Strategic Plan: **De Groot** referenced materials emailed to members since the last meeting. This information contained definitions around types and elements of a strategic plan, types of boards and a copy of the current bylaws. He recalls that the board previously had agreed that they were there for policy setting. He remarks that "it's about what is that we do, what is the policy that we look at". He notes that the board has never codified a mission statement or values and ask each board member to consider their own values before the next meeting. He

specifically requests that board members come back with 3 words that represent each member motive or reasoning for the future of the organization. He asks that the ED also examines the contract to determine if this could also be solicited from the Union. He states that this is a start for a mission statement, acknowledging that in the 40 years of Marq-tran there has never been a clearly defined mission statement. **Geller** indicated that they could solicit input from the Union. **Wallner** suggested using survey monkey for that aspect and stated he thought that identifying a mission statement and values for the organization was a good approach. **De Groot** asked for board input to be emailed directly to him.

#### **Comments from Board Members:**

**Owdziej** inquired as to why the bylaws were sent to board members in advance of this meeting, and if those would be updated in this process. **De Groot** stated that bylaws can be reviewed when “we are all on the same page”, which he feels is a more effective strategy for success of planning and identification of mission statement and values. **LaRue** states he likes the direction proposed by the Chairperson.

#### **Comments from ED:**

**Geller** states they are still working on the Michigan Mobility Wallet, they have received 20 units, the “black boxes” and “it’s going good” but slow. He reports the current software will not work, and is getting some technical assistance. **De Groot** asks if MDOT is aware that this is a trial, which should be reflected in the reports. He also inquires about the marketing plan to inform the public when this service is activated. **Geller** states he plans to advertise on buses, Facebook, media, and possibly “put someone on campus”. He states “it’s geared toward younger users”. **Kasper** suggests Jamrich (on NMU campus) as a good area to reach students. **Wallner** asks if there is any conversation with lower income individuals, and the agencies that are supplying transit credits to those individuals. **Geller** states he wants to get the system on line first, then concentrate on marketing. States he will be in contact with those agencies. **Geller** also points out the state funding is only for a year, and believes they will need different dispatch software. **De Groot** notes that currently there is no independent AVL (Automatic Vehicle Location). **Hobbins** described a system, “Token Transit”, which provided visual confirmation to bus drivers when riders purchased passes at other venues. He noted this provided visual confirmation and no scanning was necessary. **Geller** states there are many options available and a major hurdle is around the different pricing tiers. He doesn’t know what pricing will be after this trial. The year started in January. **Overmyer** asks if the app will be able to give the users bus location, **Geller** states he’s unaware if current software supports that, but when they get new dispatch software, the location of the bus will be able to be tracked by users. **Geller** states there are many options and depends on cost.

**Geller** reporting on community outreach reports that Kevin Hodges has been attempting outreach with the senior centers. He also reports the buses are now picking up at Senior Shores in Marquette.

**Geller** discussed letter received from a disabled user's parent. The user was not within the designated geographical area to schedule a week in advance, though was able to benefit from the reduced fare structure. He reports that there is a large number of ADA users and that there is a limited space for these who qualify. This user lives well beyond the 3/4-mile radius. **Wallner** suggested reaching out soon and suggested possibly assisting with alternative options.

**Geller** presented a breakdown of budget items listed on the monthly consent agenda for clarification of expenses and revenues.

**Opportunity for any other comments from Board**

None

**Opportunity for Public Comment**

None

**Motion to adjourn** meeting at 6:33 pm made by Wallner, supported by Klipp, supported by board and adjourned by Chairperson De Groot.

Respectfully Submitted  
Barbara Owdziej