



Michigan Association of Transportation Systems (MASSTrans)
Board of Directors Meeting

Monday May 16, 2016
11:00 a.m.
CWTA
Cadillac, MI

- I. Call to Order – 11:15
Present: Ken Jimkoski (Huron), Dawn Benson (Clinton), Jill Drury (Charlevoix), Lyn Knapp via phone (County Connection), Dick Strevey (Manistee), Brian Neuville via phone (Caro), Jim Wilson via phone (Blue Water), Janet Cox and Tracy Fisher (Kalkaska), Carrie Thompson and Aaron Stahl (CWTA), Bill Kennis via internet/phone (Benzie), Eric Sprague via internet/phone (Bay Metro) and John Drury. Quorum present.
- II. Review of March 14, 2016 Board Meeting Minutes:
Motion to approve: Drury (Jill)
Supported by: Strevey
Motion carried: unanimous
- III. New Business: Appointment of Board Member to fill the unexpired term of Brad Charkowske, who is no longer with Jackson Area Transportation Authority.
Motion to approve Carrie Thompson as a board member to fill the term of Brad Charkowske: Drury (Jill)
Supported by: Strevey
Motion carried: unanimous.
- IV. Treasurer's Report: Benson passed out the audit reports. No payables from April. She contacted the outstanding professional members regarding dues payments. Crystal Computer is out of business. Audit is complete. Benson and Aaron Stahl set up credit card payments for Cvent. Bills for this month are Layton and Richardson, Abraham and Gaffney, and Cole Computer Solutions, and Apple Store for iPads. Motion to approve reports and payments: Thompson
Supported by: Drury
Motion carried: unanimous
Motion to accept the audit: Drury

Supported by: Sprague
Motion carried: unanimous

- V. President's report: Jimkoski reported that there wasn't a lot of action during the last month so nothing to report.
- VI. MASSTrans Lobbyist Report: McKinney not in attendance and no written report.
- VII. MASSTrans Executive Director Report: Drury will be attending CTAA this week and next.
He reported forwarding the formula concept that had been sent to members along to Clark Harder on April 21 to facilitate a discussion on the formula. Clark stated he'd share with several of his 'key people' and get back.
Drury received a brief follow up from Jean Ruestman on the formula concept he'd sent her. She stated her main concerns were 'the inability to fund expansion, and the inability to react to large swings in an agency's expenses.'
Drury purchased 3 iPads for use at the conference with Cvent registration.
He reported sending out the Front Line and Rodeo RFP through Cvent to 16 vendors. 10 turned it down, and we received 5 responses.
Drury contacted Otsego's new manager, Tim Cherwinsky. Theron Higgins is the new Executive Director at Thunder Bay.
Drury also reached out to the new transit manager at Marshall, Josh de St. Aubin and contacted Michael Brown at Jackson as well.
- VIII. Committee Reports
 - A. Training Committee: Executive Director discussed the RFP responses. Jill Drury went over the costs from the 5 respondents. Executive Director and Lyn Knapp will review next year's bids for a recommendation in June for award. Aaron Stahl is working with Cvent to get iPads configured. Discussion ensued about whether to have full registration (including classes) via Cvent or just conference registration via Cvent. Consensus was that we should just do the conference registration for this year.
- IX. Exchange of Information: Kennis reported getting 2 Ford Transit vans and they appear to be very good vehicles.
- X. Old Business: No old business.
- XI. Adjournment/Next meeting: June 13, 2016 at ETC in Midland. Adjourned at 12:35 p. m.