



**Bay Metropolitan Transportation Authority**  
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REGULAR BOARD MEETING MINUTES  
November 15, 2023

CALL TO ORDER: Chairperson Michael Halstead called the meeting to order at 4:00 p.m.

ROLL CALL: Members present: Michael **Berne**, Thomas **Boetefuer**, Dr. Mary Ann **Boettger**, Roy **DeLorge**, Michael **Halstead**, and John **Andrus**. Absent Robert **Redmond**. Excused Melvin **McNally** and Joel **LaBrie**. Staff present: Eric Sprague, Jody Keitzman-Morrison, Kristy Pletzke and Beth Robinson.

PUBLIC INPUT: There being no one from the public present to address the board, **Boettger** moved, supported by **DeLorge**, to dispense with public input. **The motion carried unanimously.**

APPROVAL OF MINUTES: **Boettger** moved, supported by **DeLorge**, to approve the minutes of the November 15, 2023 Regular Board Meeting. **The motion carried unanimously.**

ITEM #1: **Boetefuer** moved, supported by **Andrus**, to approve the October, 2023 Disbursement Report/Check Register. **The motion carried unanimously.**

ITEM #2: **DeLorge** moved, supported by **Andrus**, to receive for information the September, 2023 Financial Reports. **The motion carried unanimously.**

ITEM #3: **Boetefuer** moved, supported by **DeLorge**, to approve the Quarterly Financial Report, with corrections, for September 30, 2023. **The motion carried unanimously.**

ITEM #4: **Boettger** moved, supported by **Boetefuer**, to approve the Pre-Audit Summary FY 2023. **The motion carried unanimously.**

ITEM #5: **DeLorge** moved, supported by **Boettger**, to receive for information the October, 2023 Ridership Report. Sprague mentioned that the shopping route was set to begin shortly. **The motion carried unanimously.**

ITEM #6: **Boettger** moved, supported by **DeLorge**, to receive for information the October, 2023 Changes in Employment Report. **The motion carried unanimously.**

GENERAL MANAGER’S REPORT: Discussion was had with respect to amending the Articles of Incorporation with regard to the Board member terms. It appears that we have a odd number of members with expiration dates of their service. Sprague suggested ways that may modify this going forward. It was determined that a Personnel Committee Meeting would be held in January, 2024, to review the situation. It was further decided that seeing a Finance Committee Meeting would also need to be held in January, that both meetings be held on the same day and time, concurrently. Therefore, both the Personnel Committee Meeting and the Finance Committee Meeting would be held on January 3, 2024, at 4:00 p.m.

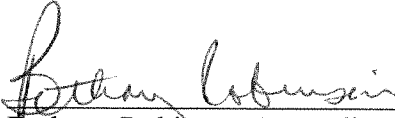
**Andrus** moved, supported by **DeLorge**, to receive for information the General Manager’s Report. **The motion carried unanimously.**

COMMUNICATIONS: None.

OTHER BUSINESS: None.

ADJOURNMENT: **DeLorge** moved, supported by **Berne**, to adjourn. **The motion carried unanimously.** The meeting was adjourned at 4:14 p.m.

  
Thomas Boetefuer, Board Secretary

  
Bethany Robinson, Recording Secretary