

Board Meeting Minutes

DATE: Monday, August 6, 2012

PLACE: 4001 I-75 Business Spur
Sault Ste. Marie, MI 49783

MEMBERS PRESENT: Jack Kibble Michael Herbst Ted Postula
Dennis Robinson Frank Sasso

MEMBERS ABSENT: None absent

**ADMINISTRATIVE
STAFF PRESENT:** Chuck Moser Akemi Gordon
Lynda Schexnayder

**ADMINISTRATIVE
STAFF ABSENT:** James Dunn, Attorney

OTHERS PRESENT: See attached sign in sheet.

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I. - II. CALL TO ORDER/ROLL CALL

The meeting was called to order at 4:00p.m. by Chairman Sasso. All Directors were present. Attorney Dunn was absent.

III. PUBLIC COMMENTS

There were no public comments.

IV. APPROVAL OF BOARD MINUTES –July 2, 2012

With regard to Minutes for July 2, 2012; **IT WAS MOVED** by Director Kibble; **SUPPORTED** by Director Postula to approve said minutes. **UNANIMOUS.** Motion carried.

V. FINANCIAL REPORT-P.E.-June 30, 2012

GENERAL

Finance Director Gordon went over Maritime Escort invoice.

Gordon presented and recommended approval of the MERS Officer Delegate form. MERS annual meeting will be in Grand Rapids the beginning of October. Travel and meeting expenses are covered by RTAP grant with no expense to EUPTA. **IT WAS MOVED** by Director Kibble; **SUPPORTED** by Director Postula to approve said delegate. **UNANIMOUS.** Motion carried.

Gordon reported we need to update all of our signature cards at all of our banking institutions. This will include Chuck Moser, Frank Sasso, Theodore Postula and John (Jack) Kibble. Four signatures will be plenty and will remove Rodney Richards from the old cards. Right now she has CSB accounts. She will have the remaining banks at the next meeting. **IT WAS MOVED** by Director Herbst; **SUPPORTED** by Director Robinson to approve said persons for signature cards at all of our banking institutions. **UNANIMOUS.** Motion carried.

Gordon reported receiving two quotes for audits for years ending 2012, 2013, and 2014. The one from Anderson, Tackman & Co. came in at \$28,500 for 3 years and \$1,500 per year if a Single audit is needed for a total of \$33,000. Rehmann from Traverse City quoted \$31,500 for 3 years and \$9,600 for 3 years of Single audit for a total of \$41,100. With the ARRA project being 100% federal funds, we will be required to have a single audit done during this time period. Following a short discussion **IT WAS MOVED** by Director Kibble; **SUPPORTED** by Director Postula to go with Anderson Tackman. **UNANIMOUS.** Motion carried.

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BUSSING

Gordon reported YTD we have a 9% increase in passengers; 1.01% increase in total revenue from all sources and .82% increase in total expenses.

FERRIES

Gordon reported a 5% increase in vehicles and 9% increase in passengers for the month of June. YTD we have a 3% increase in vehicles and 3% increase in passengers. Total fares are up \$6,760 or 1%.

Gordon distributed a handout regarding ferry traffic comparison for the 4th of July holiday. Gordon reported because the 4th of July was on a Wednesday this year and on a Monday the previous year, she compared the entire week of traffic.

VI. DIRECTOR'S REPORT

Director Moser gave an update on the St. Mary's River Dock Project.

Moser gave an update on Electrical Upgrade project at Barbeau.

Moser reported he believes there has been some progress in getting the vessel Joelle Ann Marie moved from the dock at DeTour.

There was a brief discussion regarding paving project on Drummond Island.

Moser reported with regard to recently paid invoice for Drummond III drydocking; we will have another billing associated with this as we found some work that was over the original contract amount.

Moser reported Annual Recipient Rights Training has been completed for all bus drivers.

Moser reported EUPTA had a follow-up meeting with Michigan Transit Pool Risk Manager.

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VII. ATTORNEY'S REPORT

No report given. Attorney Dunn absent.

VIII. ADJOURNMENT

Being no further business to come before the Board, **IT WAS MOVED** by Director Robinson; **SUPPORTED** by Director Postula to adjourn. **UNANIMOUS.** Motion carried. Meeting was adjourned at 4:25pm. The next regular board meeting is scheduled for Wednesday, September 5, 2012 at 4PM.

Ted Postula, Sec. /Treas.

Prepared By: Lynda Schexnayder