

BEAVER ISLAND TRANSPORTATION AUTHORITY  
Approved Regular Board Meeting  
October 10, 2023  
Minutes

Attendance:

BITA: Mark Engelsman, Bob Tidmore, Mike Green

BITA Absent: Maura Turner, Kevin McDonough

BIBCO: Bill McDonough, Don Tritsch

Others: Mary Cook

Engelsman called meeting to order at 12:04 pm. Quorum determined.

Motion by Tidmore to approve September 6, 2023 regular meeting minutes. Seconded by Green. Motion carried.

**Additions to Agenda:** Change Conflict of Interest to Code of Ethics. Agenda corrected from wrong date for minutes to be approved from September 12<sup>th</sup> to 6<sup>th</sup> before motion approved.

**Approve Agenda**

Motion by Green to approve agenda. Seconded by Tidmore. Motion carried.

**Treasurer's Report**

Motion by Green to approve September 2023 disbursements. Seconded by Engelsman. Motion carried.

Motion by Tidmore to charge an hourly administration rate for the Michigan Enhancement Grant based on the executive director's salary, employment taxes, retirement, and health savings account employer contributions. The executive director will be compensated in addition to their regular salary on this hourly basis. Seconded by Engelsman. Motion carried.

**Director's Report**

Third-party contract completed with MI CAT and parts ordered for engine rebuilds. Flooring ordered for passenger cabin. Seating/tabletops should ship mid-October. Fork trucks RFQ reissued due to procurement issue. Seat covers for upper deck ordered. Discussions have been taking place with BIBCO for fiscal year 2025 capital items. Audit will begin in November. Quarterly and year-end reports are being filed. Elliott Bay Design Group visited the Island to gather information for the propulsion study. There were zero issues with the FTA compliance review.

**Management Services Agreement**

Motion by Tidmore to approve the Management Services Agreement between the Beaver Island Transportation Authority and the Beaver Island Boat Co. and to forward to the Michigan Department of Transportation for review, subject to review by the

Beaver Island Boat Co. Board. Seconded by Green. Roll Call: Tidmore-yes, Green-yes, Engelsman-yes Motion carried.

**Conflict of Interest Code of Ethics:** Copy given to Board Members

**Correspondence:** None

**Other Pertinent Business:** None

**Public Comment:** None

**Adjourn**

Motion to adjourn by Green at 12:28 pm. Seconded by Tidmore. Motion Carried.

Maura Turner  
Secretary/Treasurer/Investment Office