



WOTA – WESTERN OAKLAND TRANSPORTATION AUTHORITY

250 W. LIVINGSTON RD., HIGHLAND, MI 48357

BOARD MEETING – April 12, 2023 at 9:00 am – WOTA’s NEW Office at **250 W. Livingston Rd**, Highland

AGENDA	PRESENTER	ACTION
1. Call to Order		
2. Pledge of Allegiance		
3. Roll		
4. Approval of Agenda		
5. Approval of Consent Agenda		
a. March 21st, Board Meeting Minutes		
b. March Bank Statement & Reconciliation Report		
c. March P&L and Budget vs Actuals		
d. Quarterly Ridership		
6. Public <i>Comment</i> (not pertaining to Agenda items)		
7. Director Report		
a. Legal Update		
i. Establish settlement authority for Director regarding legal mediation (Ford vs WOTA case mediation June 27 &28)		
ii. Authorize Director to allocate funds to compensate for damages caused by staff up to: \$2,500 without involving insurance		
b. HR Update		
i. MERS: Options to retirement coverages		
c. Financial Update		
i. First amendment to 2023 budget		
ii. Established separate petty cash fund – linked to AMEX (\$20,000)		
d. Operations Update		
i. Assisting Novi’s Senior Transportation Service		
8. Old Business		
a. Voyager minivans will be arriving 4 per week		
b. Investments/funds:		
i. Michigan CLASS (board resolution)		
ii. Other options – OC Treasury very low returns		
iii. \$250k transferred from WOTA to RWP for FDIC security		
c. SMART fund status: CARES/CRRSAA		
9. New Business		
a. Appoint Erin Asdell, director of Waterford Senior Center, as senior representative for WOTA board, replacing Anne McCarter; re-vote Kathy Plafchan as special needs representative.		
b. Approve Amy Grzymkowski as alternate to director for WOTA and RWP accounts (in-house) check signor/funds coordinator up to: \$ _____ for operations-related expenses.		

- c. Approve Director to be able to execute all operations-related fund releases and limited fund obligations up to: \$_____ (amounts reflected in budget and/or county/board pre-approved purchases).
- d. Prepare for expansion into: Milford/Milford Village; Orchard Lake, Sylvan Lake, Keego Harbor & Lake Angelus
 - i. Connecting with communities' municipality (get address listing of residents & qualification status
 - ii. Sending out quarterly newsletters to announce WOTA is coming

10. *Public Comment* (pertaining to Agenda items)

11. Board Member *Commentary/Discussion*

12. Next Meeting Date

- a. Our next meeting is **9 am, Tuesday May 16, 2023**, at the WOTA Building, 250 W. Livingston Rd, Highland (*remember, there is no regular board meeting scheduled in June*)

13. Adjournment