

**WOTA – Western Oakland Transportation Authority**

**205 W. Livingston Rd., Highland, MI 48357**

**MINUTES** BOARD MEETING – **December 13, 2022 at 9:00 am –** WOTA office, 205 W. Livingston Rd, Highland

**AGENDA PRESENTER ACTION**

1. Call to Order – 9:12 am Rick Hamill
2. Pledge of Allegiance -
3. Roll – *RHamill, GWall, AMcCarter, HJaquay, KViener*
   1. Others in attendance – *CPesta, SSchrader, MKoerner, AGrzymkowski, MLindley, MTino, BReisinger, MMonohon*
   2. Absent – *KPlafchin, RKowall*
4. Approval of Agenda –*Motion to approve Agenda– RHamill, Support: GWall*, *Motion passed*
5. Approval of Consent Agenda *–Motion to approve with the removal of item g and place in Agenda. RHamill, Support: GWall, Motion passed* 
   1. Nov. 9, 2022 Board Meeting Minutes
   2. List of November Expenses
   3. November Bank Statement & Reconciliation Report
   4. November P&L and Balance Sheet
   5. Jan 1-Dec 1 P&L, Budget vs Actuals
   6. YTD Rider Stats
6. 2023 Closed Days and Board Meeting Dates (moved to below)
   * 1. Third Tuesday of the month; Motion: *Motion:* *GWall, Support: RHamill, Motion passed*
     2. Motion to support closed days scheduling: *Motion: RHamill, Support: GWall, Motion passed*
7. Public *Comment* (not pertaining to Agenda) - *None*
8. Director Report - *KViener*
   1. Legal Update – *MKoerner*. Resubstituted on Ford vs SMART; DOT physicals exempted by MDOT for organizations like WOTA
   2. HR Update - *AGrzymkowski*
      1. Revised Employee Handbook
   3. Financial Update - *MTino*
      1. Final Amendments to 2022 Budget
      2. Update on funds through SMART
   4. Operations Update- *MLindley/BReisinger*
      1. SMART vehicles operating issues
      2. Maintenance Policy: *Motion to approve policy, RHamill, Support: GWall, Motion passed*
9. Old Business
   1. Signatures for 1st Amendment to 196 IGA - *KViener*
10. New Business
    1. Application for OC Senior Grant for in-house mobile mechanic: vehicle, tools, operations – middle of next month if we receive this grant
    2. Amendment to By-laws and article discussion
    3. Standardization of Meetings starting January 2023, per Roberts Rules/Open Meetings Act
       1. OC may become seat(s) on our board
       2. Other communities
11. Budget:
    1. Final Amendment to 2022 Budget – *Motion to amend the expenses as presented in the amended budget. RHamill, Support: GWall, Motion passed*
    2. Proposed WOTA budget
       1. Status quo – Base OC Millage – *Motion: Approve with reducing $380,058.01 revenue and expenses (mobile mechanic, mini-vans) RHamill, Support: GWall, Motion passed*
       2. Expansion – Adding additional vehicles for new communities
12. Annual meeting of Ride with Pride (RWP) shareholders
    1. Review of Bylaws. *Motion to approve and renew what is previously established. RHamill, Support: GWall, Motion passed*
13. Public *Comment* (pertaining to Agenda items) - None
14. Board Member *Commentary/Discussion*

* RHamill – County Meetings are interesting. Appreciation for work WOTA has done with the county to build transportation in our area and beyond.

1. Next Meeting Date
   1. Welcome to 2023, our next meeting is **9 am, Jan 17, 2023, at the WOTA Building, 250 W. Livingston Rd, Highland – across the street**
2. Adjournment Adjourn 11:03 am