

DTA
Dakota Transit Association
Board Minutes, Aberdeen, SD
May 6-7, 2019

CALL TO ORDER:

On May 6, 2019 the Board of Directors meeting was called to order by President Terry Hoffman at 1:05 pm in the conference room at the TownePlace Suites. The agenda was provided to all Board members.

ATTENDANCE:

Randy Hartman
Brian Horinka
Karrie Mikkelsen
Ali Rood
Terry Hoffman
Kathy Holman
Tom Wanttie

ABSENT:

none

STAFF PRESENT:

Jacqueline Senger, Executive Director

APPROVAL OF AGENDA:

Randy Hartman/Kathy Holman made a motion to accept the Agenda. Motion carried.

APPROVAL OF BOARD MINUTES:

Tom Wanttie/Brian Horinka made a motion to accept the minutes from the February 5, 2018 board meeting held at the TownPlace Suites in Aberdeen. Motion carried.

APPROVAL OF FINANCIALS:

Brian Horinka/Karrie Mikkelsen made a motion to accept the Balance Sheet and the Profit & Loss financial reports. Motion carried.

2019-2020 BUDGET:

The 2019-2020 budget will be presented to the Board for approval at the July Board meeting.

990 FORM:

The annual 990 form has been completed and will be signed and submitted. Tom Wanttie/Karrie Mikkelson made a motion to approve the 990 form.

ROADEO SCORING PRESENTATION:

Bob Carlson provided a presentation on a program for judges to enter scores on an electronic device. The program was tested at the CTAA Rodeo in 2018 and will be used for the 2019 van competition in Palm Springs. A rough estimate for the DTA Rodeo is \$1,800 for Bob to attend the Rodeo, train judges, and administer scores. All equipment would be provided along with wifi. The Board will review the program at CTAA and revisit the topic at the July Board meeting.

PAYPAL READER:

The Paypal account is working for DTA.

GIFT CARDS FOR BREAKFAST:

RouteMatch provided gift cards for breakfast to attendees of their user conference. The gift cards were provided to help reduce food waste and allow attendees to choose their own breakfast option. Jacque will check into this and report back to the Board.

AWARDS:

Award nominations will be reviewed at the July Board meeting.

MEMBERSHIP NUMBERS:

There are 34 memberships so far this year. Last year there were 50.

LATE FEES:

Brian will send a book relating to open meeting and open records requirements for DTA Board Members to review.

SOCIAL MEDIA:

The Dakota Transit Association Facebook page is up and running. Terry and Tom are administrators.

LINDA FREEMAN:

Linda has offered to work at the registration table and distribute and collect evaluation forms at the conference.

EVALUATION FORMS:

These will be prepared by Jessica Pickett.

PLAQUE FOR HOST AGENCY:

Kathy will get this done.

KENT JULIAN:

He has requested to speak about leadership at a future conference.

DTA STATE AUDIT

North Dakota State auditors will review expenditures related to RTAP reimbursements. Jacque will be contacted by Becky with NDDOT to schedule the audit in June or July.

FTA OFFICE OF COMMUNICATIONS:

10 short stories were submitted from DTA members. These stories will be shared by FTA when communicating with new members of Congress.

HURON 2023 CONFERENCE:

Jacque received an email from Brenda Jager expressing interest in hosting the conference. Jacque informed Brenda the conferences are booked through 2023 but to submit a proposal for future dates.

BILLY TERRY NTI:

He will register for the conference, reserve a vendor booth, and say a few words at the welcome.

CONFERENCE REGISTRATION FORMS AND VENDOR FORM

The Board reviewed the Vendor form. Ali Rood/Karrie Mikkelson made a motion to approve the Vendor Form. Motion carried. Vendor forms will be emailed to Board Members that are attending CTAA. The Board reviewed the registration forms for the Conference, Judges, Drivers, and Training Session.

ROADEO DISCUSSION

The Board reviewed the Roadeo Agenda and assigned times. Adam Sharkey from River Cities Public Transit will lead the Roadeo Securement Training. Lisa Nippolt from Q Straint has offered to provide food and beverages for the Roadeo Securement Training. Randy and the Hallelujah Hooligans will emcee the Awards Breakfast. The Driver training on Sunday will be "Difficult Passengers & De-escalation" by Mike Kutzke.

AGENDA

The Board reviewed the Conference Agenda and assigned times. The Board will track how many people attend the breakfasts to cut down on waste in the future. Attendees will be encouraged to meet new people and network during the Monday lunch. FTA and CTAA attendees will provide an update and question and answer session on Monday afternoon. Elections will be held at the General Membership Meeting for Tom Wanntie and Karrie Mikkelson's Board positions.

OUTINGS WHILE IN DICKINSON

The outing at the Dinosaur Museum has been set up for Tuesday evening. Attendees will have the option to visit Assumption Abby on Sunday afternoon.

NEXT BOARD MEETING

The Board will meet in Dickinson on Tuesday, July 16th at 8 am.

Tom Wanttie/Brian Horinka made a motion to adjourn the meeting: Motion carried.

Respectfully submitted,

Ali Rood
Secretary