

DTA
Dakota Transit Association
Annual Membership Meeting, Board Minutes
Best Western Ramkota Hotel, Aberdeen, SD
September 20, 2022

CALL TO ORDER:

On September 20, 2022 the annual membership meeting was called to order by DTA President Terry Hoffman at 3:23pm at the Best Western Ramkota Hotel in Aberdeen, SD

ATTENDANCE:

Terry Hoffman
Kathy Holman
Brian Horinka
Erin Humphrey
Karrie Mikkelsen
Adam Sharkey
Megan Gould-Stabile

STAFF PRESENT:

Jacqueline Senger, Executive Director
Pat Hansen, Financial Record Keeper

APPROVAL OF AGENDA:

Pat Hansen/Scott Finck made a motion to accept the agenda with the addition of a By-Law change and anyone who wants to put in a bid for the 2025 DTA Conference: Motion carried.

VENDOR GIFT CARDS:

Winners of the vendor gift cards:
Gerflor USA \$25; Erin Humphrey
Gerflor USA \$25; Andrea Erwin
Hometown \$50; Pat Hansen
Freedman Seating Company \$25; Stacy Strickler
Freedman Seating Company \$50; Brian Horinka
Davey Coach Sales Inc. \$50; Rose Drake

Thank you to the vendors who attended the membership meeting.

ROLL CALL:

During roll call ballots were handed out to transit agencies that were present. Members present were as follows:

ND DTA Members:

Cavalier County Transit, Cities Area Transit, City of Fargo MATBUS, Dickinson Public Transit, Minot City Transit, South Central Adult Service Council, Walsh County Transportation, and Wildrose Public Transit.

ND DTA Absent Members:

Benson County Transportation, Bis-Man Transit, Dickey County Transportation, Golden Valley/Billings County (G.V.B.) Council on Aging, Hazen Busing/City of Hazen, James River Transit, Kenmare Wheels & Meals, Inc., Kidder Emmons Senior Services, Nutrition United Inc., Pembina County Meals & Transportation, Senior Meals & Services, Souris Basin Transportation, Southwest Public Transit, Standing Rock Public Transit, Valley Senior Services, West River Transit, and Williston Senior Center.

SD DTA Members:

Brookings Area Transit Authority, Community Transit of Watertown-Sisseton, Inc., Prairie Hills Transit, Rapid Transit System, River Cities Public Transit, Rural Office of Community Service, Inc. Transit, Sioux Area Metro (SAM), and Yankton Transit, Inc.

SD DTA Absent Members:

Aberdeen Ride Line, People's Transit, Vermillion Public Transit, and Freeman Community Transit.

APPROVAL OF BOARD MINUTES:

Pat Hansen/Dale Bergman made a motion to accept the September 20th, 2021 annual membership board minutes: Motion carried.

APPROVAL OF FINANCIAL REPORTS & BUDGET:

The financial reports were emailed to everyone. The budget was handed out during the meeting. DTA's fiscal year ends September 30. A new copy of the budget will be emailed out that will include this year's conference expenses. There are no major changes in the budget other than the NDDOT has agreed to increase the RTAP funds to \$24,500. Questions on the Web/Marketing and the Bookkeeping/Audit were asked. The board will look into why the budget is so high for the Web/Marketing and Pat explained that her yearly salary is \$3600 and she doesn't want an increase and Harold, the auditor, billed for 2 years for doing the 990 as he doesn't always send out a yearly bill.

PASS TRAINING:

Linda Freeman reported on PASS training. Her PASS training report is on the DTA website. This will be Linda's last year subcontracting with Jacque. Linda does plan to keep her train the trainer certification for as long as she can stay current on the new happenings with PASS. Linda will volunteer her time at next year's conference in Minot.

SURVEY MONKEY:

An online survey will be sent to all members for feedback and comments following the conference. Please fill it out.

SPRING TRAINING CONFERENCE:

DTA welcomes your suggestions for a spring training conference whether it be virtually or in person. The DOT's would like to see more training on Procurement. NTI and RLS offer several training topics. Peer training was mentioned. Caryn Sousa, Deputy Executive Director of CTAA's Training and Certification Program has offered her assistance in this matter. Caryn suggested getting on NTI's training list right away as they are not doing any in person classroom training at this time.

TIDBIT:

Keeping the tidbit monthly or moving it to a quarterly newsletter will be a question on the Survey Monkey.

AWARDS:

Discussion was held on the lack of participation of the awards. ND had 4 nominations and SD had 12 nominations. Should DTA continue with the awards? Several members voiced their concerns and opinions. Changing up the awards criteria was mentioned. It was suggested forming a committee of members to review the awards criteria and bring their suggestions back to the board. Discussion was held on eliminating the Innovative Agency of the Year award and changing it to something else entirely. Everyone was in agreement that the awards process needs to change. A big thank you to all of the vendors for sponsoring every award this year.

MEMBERSHIP DUES:

Membership dues have been increased. \$5000 more has been collected this year.

2024 DTA CONFERENCE:

The 2024 DTA Conference is going to be in Rapid City, SD. No contract has been signed yet.

BY-LAWS:

It states in the By-Laws that any vacancy occurring on the governing board shall be filled by the board of directors by a majority vote. A director appointed to fill a vacancy shall be appointed for the unexpired term of their predecessor in office. Last year when there was a vacancy on the board, the board did not follow this. Instead of appointing someone right away the board asked members to send in a biography as to why they would be interested in serving on the board. The board should have followed the By-Laws.

VENDOR SHOW:

There were 29 vendors and several vendors that paid for advertising or sponsored an event that couldn't attend. This was one of the largest vendor shows.

DOOR PRIZES:

Door prizes were handed out during the meeting and you must be present to win.

\$100 winner; Mark McCue

\$200 winner; Cole Swingen

\$300 winner; Karrie Mikkelsen

ROADEO WINNERS:

ND:

1st Place; Dustin Limberg, South Central Adult Services

2nd Place; Martin Brooks, South Central Adult Services

3rd Place; Brenda Reed, Souris Basin Transit

4th Place; Terry Holland, West River Transit

5th Place; Don Havelka, Dickinson Public Transit

SD

1st Place; Max Voller, River Cities Public Transit

2nd Place; Wambli Meeter, River Cities Public Transit

3rd Place; Gary Frederick, River Cities Public Transit

4th Place; Dan Voight, Community Transit of Watertown/Sisseton, Inc.

5th Place; Eric Martinson, Community Transit of Watertown/Sisseton, Inc.

There were 42 drivers in attendance as well as 47 judges.

AWARD WINNERS:

ND:

Friend of Transit; Brian Kopp, Dickinson Public Transit
Above and Beyond; Janel Hoff, Southwest Public Transit
Outstanding Support Staff; Denise Guilbault, South Central Adult Services
Driver of the Year; Don Weber, South Central Adult Services

SD:

Agency of the Year; Prairie Hills Transit
Friend of Transit; Brad Haupt, Monument Health
Above and Beyond; Eric Peterson, River Cities Public Transit
Outstanding Support Staff; Terry Hoffman, Community Transit of Watertown/Sisseton, Inc.
Driver of the Year; Frank Vanek, Prairie Hills Transit

BOARD ELECTIONS:

There are 2 board positions open. Karrie Mikkelsen from ND cannot run again as she has ran her two terms. Megan Gould-Stabile from SD can run again as she was appointed by the board due to a vacancy.

ND: Brian Horinka nominated Jordan Smith from City of Fargo, MATBUS. Dale Bergman nominated Pat Hansen from South Central Adult Services. Barb Cline nominated Amber Haugenoe from Wildrose Public Transit.

SD: Barb Cline nominated Megan Gould-Stabile from Rapid Transit System.

Kathy Holman/Barb Cline made a motion to cease nominations: Motion carried.

Pat Hansen withdrew her nomination.

Jordan Smith and Amber Haugenoe gave short bios about themselves.

Megan Gould-Stabile and Jordan Smith were elected to the board.

2025 ND DTA CONFERENCE:

Dale Bergman offered up Grand Forks however he may not be there.

BY-LAW CHANGE:

The By-Law change involves the secretary position. The board has observed that the secretary doesn't get involved in board discussion due to the fact that the secretary is focused on taking board minutes. The board would like to propose a change to the By-Laws Article VII Officers of the Board Section A.

Section A now states:

The officers shall consist of a President, Vice-President, Secretary and Treasurer or Secretary/Treasurer. The President and Vice-President terms of office shall be for a period of one year and they may be reelected to the same position for one additional term. The terms of office for the position of Secretary and Treasurer or Secretary/Treasurer shall be for a period of one year but shall have no limitation on the number of years served. The officers shall be elected from the membership of the board of directors.

The board would prefer Section A to state:

The officers shall consist of a President, Vice-President, Secretary and Treasurer or Secretary/Treasurer. The President and Vice-President terms of office shall be for a period of one year and they may be reelected to the same position for one additional term. The terms of office for the position of Secretary and Treasurer or Secretary/Treasurer shall be for a period of one year but shall have no limitation on the number of years served. The President and Vice-President shall be elected from the membership of the board of directors. The secretary and treasurer shall be appointed by the board of directors and are not required to be a member of the board of directors.

This position would be volunteer and eligible for RTAP.

Carleen Schill/Travis Bortnem made a motion to accept the By-Law change: Motion carried

2023 DTA CONFERENCE:

The 2023 DTA Conference and Rodeo will be in Minot, ND.

THANK YOUS:

Barb Cline thanked Brian Horinka for doing an awesome job on the conference program and Terry Hoffman thanked everyone for an enjoyable conference.

Brenda Schweitzer/Carleen Schill made a motion to adjourn the meeting: Motion carried.

Respectfully submitted,

Karrie L. Mikkelsen
Secretary