



TOLEDO AREA REGIONAL TRANSIT AUTHORITY
BOARD OF TRUSTEES MEETING
130 KNAPP STREET, TOLEDO, OHIO 43604

November 16, 2023
4:00 P.M.

MINUTES

Call to Order – At 4:03 p.m. President Mary Morrison called the meeting to order.

Roll Call

Trustees Present: Heather Baker, Joel Beren, Valerie Fatica, Michael Hart, Katie Hunt-Thomas, Pat McKinstry, Mary Morrison, W. L. Perryman, Kendra Smith, Lou Thomson and Kevin Weakes.

Trustees Absent: Kelsie Hoagland and Kathy Selking.

Officers Present: Laura Koprowski – CEO, Sophie Giviyen – Secretary/Treasurer, Stephen Hartman – General Counsel

Approval of Previous Meeting Minutes

A **motion** was made by Joel Beren and **seconded** by Kevin Weakes to approve the minutes of the October 19, 2023, Board of Trustees meeting. The motion passed unanimously.

Public Comments – There were none.

Recognitions

Lucas County Commissioner Tina Skeldon Wozniak

A **motion** was made by Michael Hart and **seconded** by Lou Thomson to adopt *Resolution No. 61-23 – HONORING LUCAS COUNTY COMMISSIONER TINA SKELDON WOZNIAK*. The motion passed unanimously.

Jeffrey Clark, Retirement and Years of Service Award.

Presentations

TARTA Succession Plan – Laura Koprowski, CEO and Evergreen Solutions. The presentation is included in the Board packet.

Finance Committee

The committee met on 11-9-23 and reviewed plans to conduct a customer service satisfaction survey in 2024 and subsequent years, as well as the proposal by the selected vendor to conduct the survey. The committee also reviewed resolutions for a snow removal contract and amendments to the procurement policy.

All Resolutions were recommended to the Board for approval.

Resolutions

A ***motion*** was made by Michael Hart and ***seconded*** by Lou Thomson to adopt *Resolution No. 62-23 - AUTHORIZING THE CHIEF EXECUTIVE OFFICER TO EXECUTE A CONTRACT WITH TRANSPRO CONSULTING, LLC TO CONDUCT TARTA'S CUSTOMER SERVICE SURVEY*. The motion passed unanimously.

A ***motion*** was made by Joel Beren and ***seconded*** by Michael Hart to adopt *Resolution No. 63-23 - AUTHORIZING THE CHIEF EXECUTIVE OFFICER TO EXECUTE A CONTRACT WITH PERFECTSWEEP FOR THE NEW SNOW REMOVAL CONTRACT AT TARTA CENTRAL AVE. HEADQUARTERS 1127 W CENTRAL AVE, DOWNTOWN TRANSIT HUB AT 521 CHERRY ST. AND TARPS AT 130 KNAPP ST*. The motion passed unanimously.

A ***motion*** was made by Michael Hart and ***seconded*** by Kendra Smith to adopt *Resolution No. 64-23 - AUTHORIZING TO AMEND THE PROCURMENT MANUAL TO COMPLY WITH THE OHIO REVISED CODE (ORC) FOR BID GUARANTY*. The motion passed unanimously.

Secretary-Treasurer Report

Sophie Giviyan, CFO stated that payroll expenses are under budget due to many open positions. Other fringe benefits are under budget due to open positions and our healthcare provider conducting a mid-year reconciliation leading to a larger bill in November. Miscellaneous expenses include payroll fees, printing, seminars and laundry services. September sales tax revenue was \$3.6 million dollars and October sales tax was \$3.4 million dollars. Grant revenue is below budget because the draws related to state grants' expenses were requested in September but paid in October. Lastly Sophie mentioned that TARTA had \$100,999 dollars in interest income for August.

Chief Executive Officer Report

Laura Koprowski, CEO commended the team for the efforts to organize, plan and facilitate the TARTA Next is Now community update on 11-15-23. She continued by thanking Board President Mary Morrison and Vice President Kendra Smith. She shared her appreciation to Antonio Schiavone and Charles Odingbe for working through training and professional development with Owens Community College for the TARTA Maintenance team. Laura reviewed the summary from the Board Retreat.

Vice President Report

Kendra Smith, VP thanked the team for their work with the TARTA Next is Now event.

President Report

Mary Morrison thanked those that attended the TARTA Next is Now event and reminded board members that the Nominating committee is meeting in December to review the nominations for board president and vice president for 2024. She stated that during the Board retreat the group discussed implementing consent agendas in 2024. Additionally, she shared her appreciation for being involved with the recent New Driver Graduation ceremony.

Reports and Communications from Trustees - there were none.

Any and All Other Business

Executive Session

A ***motion*** was made by Michael Hart and ***seconded*** by Kevin Weak's to **enter into executive session** - To consider the appointment, employment, dismissal, discipline, promotion, demotion or compensation of a public employee or official, or the investigation of charges or complaints against a public employee, official, licensee, or regulated individual, unless the employee, official, licensee, or regulated individual requests a public hearing by division (G)(1) of section 121.22 of the Revised Code. The motion passed unanimously.

Vote by roll call

Trustees Present: Heather Baker **Y**, Joel Beren **Y**, Valerie Fatica **Y**, Katie Hunt-Thomas **Y**, Pat McKinstry **Y**, Mary Morrison **Y**, W. L. Perryman **Y**, Kendra Smith **Y**, Lou Thomson **Y** and Kevin Weak's **Y**.

The Board exited Executive Session at 5:32 p.m.

Meeting Calendar

The Next regularly scheduled TARTA Board of Trustees meeting will take place on Thursday, December 14, 2023 at 4:00 p.m. in the Conference Room at 130 Knapp Street.

Adjournment

The meeting was adjourned at 5:34 p.m.

Certificate of Compliance

I hereby certify that all members of the Board of Trustees were given notice of the foregoing in person, by telephone, mail, or email more than 48 hours before the meeting.

Sophie Giviyan-Kermani
Secretary-Treasurer

Adopted:

Sophie Giviyan-Kermani
Secretary-Treasurer

Mary Morrison
President