

DTA
Dakota Transit Association
Annual Membership Meeting, Board Minutes
Sleep Inn & Suites, Minot, ND
September 18, 2023

CALL TO ORDER:

On September 18, 2023 the annual membership meeting was called to order by DTA President Terry Hoffman at 3:45pm at the Sleep Inn & Suites, Minot, ND.

ATTENDANCE:

Pat Hansen
Terry Hoffman
Kathy Holman
Brian Horinka
Adam Sharkey
Jordan Smith
Megan Gould-Stabile

STAFF PRESENT:

Jacqueline Senger, Executive Director

APPROVAL OF AGENDA:

Barb Cline/Dale Bergman made a motion to accept the agenda: Motion carried.

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, Dickey County Transportation, Dickinson Public Transit, James River Transit, Kenmare Wheels & Meals, Inc., Minot City Transit, Northwest Dakota Public Transit, Pembina County Meals & Transportation, Senior Meals & Services, Souris Basin Transportation, South Central Adult Service Council, Southwest Public Transit, Valley Senior Services, Walsh County Transportation, and Wildrose Public Transit.

ND DTA Absent Members:

Benson County Transportation, Bis-Man Transit, Golden Valley/Billings County (G.V.B.) Council on Aging, Hazen Busing/City of Hazen, Kidder Emmons Senior Services, Nutrition United Inc., Standing Rock Public Transit, and West River Transit.

SD DTA Members:

Brookings Area Transit Authority, Community Transit of Watertown-Sisseton, Inc., People's Transit, Prairie Hills Transit, Rapid Transit System, River Cities Public Transit, Rural Office of Community Service, Inc. Transit, and Yankton Transit, Inc.

SD DTA Absent Members:

Aberdeen Ride Line, Vermillion Public Transit, and Sioux Area Metro (SAM).

APPROVAL OF BOARD MINUTES:

Mallory Meier/Carleen Schill made a motion to accept the September 20th, 2022 annual membership board minutes: Motion carried.

APPROVAL OF FINANCIAL REPORTS & BUDGET:

The financial reports were emailed to everyone. The total income this year was \$133,790.54. The total expenses year to date was \$73,047.26. Mallory Meier/Andy Sharp made a motion to accept the financial reports: Motion carried.

The budget report was emailed to everyone. The board had asked for a 5-year average of the different expenses. Grand Forks and Rapid City have consistently been the two highest conferences that we have had as far as expenses are concerned. An error was made in the budget concerning the items in red that DTA can RTAP. The administrative support was missed which is the largest portion of the budget which means there is another \$36,000 that DTA can RTAP. A question was asked in reference to the directors and operators insurance. This may be an expense that can be eliminated. A question was asked in reference to the legislative expense. ND has been asked to submit every year now instead of every other year. There will not be a complete audit this year. Harold Rotunda is the auditor for DTA and is responsible for the 990 form. A question was asked in reference to the income and expenses bottom line not being zero due to carryover. This has been discussed by the board prior to this meeting. Moving forward there are going to be changes to the budget report format and the budget report is going to be cleaned up. A question was asked in regards to the registration fees being increased due to the report showing that there is \$100,000 income. At this time the expenses for the conference have not been paid. A question was asked in reference to the ND and SD CTAA. The rodeo winners are allowed up to \$2000 for first place for ND and SD to go to the CTAA conference. Carleen Schill/Maureen Wegenke made a motion to accept the budget report: Motion carried.

PASS TRAINING:

Rod Graefing reported on PASS training. Since the 2022 conference there were 8 PASS training classes held, 5 in ND and 3 in SD. 106 total full PASS certifications, 24 recertifications, and 106 defensive driving individuals were taught. Classroom planning stages for the end of the year will be held in Fort Yates in October and in Valley City in November. Just as a reminder drivers taking PASS training online through CTAA will still need to have the hands on portion done with a certified trainer in order to become PASS certified. PASS certification is only good for 2 years. Drivers must be recertified before their current certification expires. Thank you to everyone who hosted PASS training this last year and the trainers who sacrificed their time, including Linda Freeman.

SURVEY MONKEY:

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

2024 DTA CONFERENCE:

The 2024 DTA conference will be held in Rapid City, SD. The DTA conference has not been held in Rapid City, SD for many years and they are excited to be hosting the conference next year. There are brochures and visitor center booklets available at the DTA registration desk. A short video about Rapid City was played for the members.

VENDOR SHOW:

Barb Cline reported on the upcoming vendor show. There are 26 vendors signed up this year. \$11,700 in booth fees will be taken in. All of the events and breaks have been sponsored at \$6,475. All of the awards have been

sponsored. \$1,600 worth of advertising has been put into the program. The trade show will bring in approximately \$21,000. Please thank the vendors for their time and energy. They are greatly appreciated by all of us. Thank you to Barb for all of her hard work pertaining to the vendor show.

ROADEO WINNERS:

Adam Sharkey reported on the rodeo.

SD

1st Place; Bryce Lambert, River Cities Public Transit

2nd Place; Gary Frederick, River Cities Public Transit

3rd Place; Max Voller, River Cities Public Transit

4th Place; Doug Herr, Community Transit of Watertown/Sisseton, Inc.

5th Place; Noel Cummins, Community Transit of Watertown/Sisseton, Inc.

ND:

1st Place; Dustin Limberg, South Central Adult Services

2nd Place; Kendall Meyer, Souris Basin Transit

3rd Place; Brenda Reed, Souris Basin Transit

4th Place; Ray Adam, Dickinson Public Transit

5th Place; Sheri Harsche, Standing Rock Public Transit

There were 32 drivers in attendance as well as 45 judges.

There were 3 perfect wheelchair scores. They were Bryce Lambert from River Cities Public Transit, Dave Chipman from Prairie Hills Transit, and Doug Herr from Community Transit of Watertown/Sisseton, Inc.

AWARD WINNERS:

Terry Hoffman reported on the agency awards:

SD:

Agency of the Year; Rural Office of Community Service, Inc. Transit

Friend of Transit; Grant-Roberts County DAV

Above and Beyond; Brian Nye, Prairie Hills Transit

Outstanding Support Staff; Joel Sengelmann, River Cities Public Transit

Driver of the Year; Dave Chipman, Prairie Hills Transit

ND:

Outstanding Support Staff; Rose Drake, Dickinson Public Transit

Above and Beyond; Don Havelka, Dickinson Public Transit

Driver of the Year; Dwight Hofmann, James River Transit

BOARD ELECTIONS:

There are 2 board positions open. Pat Hansen from ND was appointed by the board when Erin Humphreys stepped down earlier this summer. Pat was appointed due to her experience. Pat can run again if she is nominated. Kathy Holman's position is up on the SD side. Kathy is eligible for a second 3-year term if she is nominated.

SD: Andy Sharp nominated Kathy Holman. Gayle Kludt nominated Lisa Johnson. Both nominees spoke on their own behalf to the general membership. Darrell Francis/Travis Bortnem made a motion to cease nominations: Motion carried.

ND: Maureen Wegenke nominated Pat Hansen. Andy Sharp/Dale Bergman made a motion to cease nominations: Motion carried. Pat Hansen won the election unopposed.

After the voting was completed Kathy Holman was reelected to the board for another 3-year term.

REGISTRATION FORMS:

Registration forms were changed this year to make them easier to fill out.

SEE YA NEXT YEAR PARTY:

The see ya next year party will be held outside in the hotel parking lot. There will be a rage room, BBQ food truck, fire pit, games, and music. The door prizes that are normally given away at the membership meeting will be given away at this event.

Carleen Schill/Dale Bergman made a motion to adjourn the meeting: Motion carried.

Respectfully submitted,

Karrie L. Mikkelsen
Secretary