

DTA
Dakota Transit Association
Board Minutes
July 29, 2025

CALL TO ORDER:

On July 29, 2025, a virtual Board of Directors meeting was called to order by DTA President Kathy Holman at 9:00 pm.

ATTENDANCE:

Adam Sharkey
Megan Gould
Jordan Smith
Andrea Irwin
Maureen Wegenke
Kathy Holman

STAFF PRESENT:

Jacque Senger, Executive Director
Pat Hanson, DTA Bookkeeper

APPROVAL OF THE AGENDA AND BOARD MEETING MINUTES:

An addition was made to the agenda by Board President, Kathy Holman regarding issues at the Gladstone Hotel. Jordan Smith and Megan Gould made a motion to approve the agenda for July 29, 2025. The motion carried. Additionally, Maureen Wegenke and Megan Gould made a motion to approve the minutes from April 10, 2025. This motion also carried.

APPROVAL OF 2026 BUDGET:

Maureen Wegenke/Andrea Irwin motioned to approve the 2026 budget. Motion carried.

APPROVAL OF THE QUARTERLY FINANCIALS:

Jordan Smith/Adam Sharkey made a motion to approve the financials. Motion carried.

GLADSTONE HOTEL ISSUE:

The Gladstone Hotel has notified DTA that they may not be able to accommodate DTA's room request for the conference due to two significant weather events. As a result, DTA has instructed Jacque to cancel the reservations with the Gladstone. Jacque will be making new bookings with Fairfield and Hampton for the duration of the conference.

ROSE DRAKE RESIGNATION:

Rose has resigned from the DTA Board because she is leaving her position at Transit. Maureen and Jordan will begin the process of searching for a new Board member from the ND Transit Providers.

SILENT AUCTION:

Adam Sharkey and Megan Gould motioned to do the silent auction again at the Tuesday night event. The motion was carried. Megan will revise last year's flyer and send it to Jacque to distribute to the membership and vendors.

CONFERENCE DOOR PRIZES:

Adam Sharkey and Jordan Smith motioned to approve the door prizes at \$100.00, \$200.00, and \$300.00. The motion was carried.

DRIVER BANQUET ENTERTAINMENT:

Adam Sharkey and Maureen Wegenke made a motion to hire Rick Senger to provide music and karaoke for \$500.00 on Saturday evening. The motion carried.

VENDOR SPONSORSHIP BOARDS:

Adam Sharkey and Megan Gould motioned to purchase new sponsorship boards with "sponsored by" printed on them. The motion carried, and Jacque will arrange the purchase of the new boards.

CONFERENCE SPEAKERS UPDATE:

All speakers have confirmed.

ROADEO UPDATE:

Adam Sharkey will begin working on doing a slight revision of the Rodeo written test and course setup in mid-August. He has informed the board that he will have plenty of assistance with the course setup on Friday, the 12th of September. Several transit locations in North Dakota near Jamestown have offered buses for the rodeo.

OTHER UPDATES:

Maureen will order the host city plaque. Canopies for the Rodeo will be brought by Adam Sharkey, Maureen Wegenke, Terry Hoffman, and there are two canopies in the trailer. Jacque has put additional Liability insurance in place at the Jamestown, ND Civic Center. Kathy will pick up candy for the registration table, as well as water, soda, and breakfast bars for the rodeo. Coffee will be provided at the rodeo by the Jamestown Civic Center, with the costs covered by the DTA. During the QSTRAINT/SURELOK training on September 12, 2025, pizza will be provided by QSTRAINT/SURELOK.

EXECUTIVE SESSION:

Kathy called for the board to enter into executive session to discuss/review the Request for Quotes (RFQ) for the DTA Executive Director position. During this time, Jacque left the meeting. Adam Sharkey, who prepared the RFQ, explained the process to the board. He requested their recommendations regarding the scope of work, including any additions or deletions they wished to make. Adam emphasized the importance of submitting their feedback as soon as possible, as the RFQ must be approved by both the North Dakota and South Dakota Departments of Transportation (DOTs). The RFQ is expected to be ready for review during the DTA's fall general session meeting.

BOARD MEETING DATE:

The next board will be on September 12, 2025, at 3:00 pm in Jamestown, North Dakota. Location to be announced.

Jordan Smith/Megan Gould made a motion to adjourn the meeting. Motion carried.

Respectfully submitted,

Kathy Holman
Dakota Transit Association
Board President