



RECORDED

**REGULAR MEETING MINUTES  
MOUNTAIN RIDES TRANSPORTATION AUTHORITY  
Wednesday, February 17, 2016, 12:30 p.m.  
Ketchum City Hall Meeting Room, Ketchum, Idaho**

Board Members of the Mountain Rides Transportation Authority met in a Regular Meeting in the Ketchum City Hall Meeting Room, Ketchum, Idaho.

**PRESENT:** Chair David Patrie (Blaine County), vice-chair Jane Conard (Sun Valley), secretary Joe Miczulski (Bellevue), Kristin Derrig (Ketchum), Becki Keefer (Hailey), Mark Gilbert (Sun Valley), Steve Wolper (at-large) and Anne Corrock (Ketchum)

**ALSO PRESENT:** Mountain Rides Executive Director Jason Miller  
Mountain Rides Operations Manager Jim Finch  
Mountain Rides Maintenance Manager Ben Varner  
Mountain Rides Support Specialist Kim MacPherson  
Ryan Thorne, *Idaho Mountain Express*

**1. CALL TO ORDER**

Chair David Patrie called to order the meeting of Wednesday, February 17, 2016 at 12:33pm; Secretary Joe Miczulski took roll and determined that a quorum was present.

**2. COMMENTS FROM THE CHAIR AND BOARD MEMBER THOUGHTS**

David Patrie welcomed Anne Corrock to the board. We will recognize Michael David next month for his service.

**3. PUBLIC COMMENT PERIOD FOR ITEMS NOT ON THE AGENDA (including questions from Press)**

There were none.

**4. ACTION ITEMS AND DISCUSSION ITEMS**

**a. Action item:**

*Action to approve Policy 111: Public Records Policy*

Jason Miller stated that this is an administrative policy that is required by Idaho code and has been reviewed by legal counsel and F & P committee.

**Jane Conard made a motion to approve adoption of Financial Policy 111: Public Records Policy. Joe Miczulski seconded.** Mark Gilbert observed that it would be good to have a tandem policy known as a Retention policy and encouraged staff to develop one. Jason Miller stated that we are developing a retention policy and will see it at April or May meeting. **The motion passed unanimously.**

**b. Action item:**

*Action to approve draft of Mountain Rides' Five Year Strategic Plan for 2016 – 2020 for circulation*

Dave Patrie gave a short overview. The Board and staff met in December to talk about and develop a plan for circulation to our stakeholders and funding partners. This is a document that needs to be owned by staff and board.

Jason Miller stated that this plan is a long time coming. There was a plan in 2008 that took us to 2011-12. We have been working on yearly plans but haven't had a long term plan. In April we expect to have a final for adoption. The document needs to be proof read and formatted.

Board members made suggestions and changes by section as staff took notes.

**Jane Conard made a motion to table this item to March 16<sup>th</sup> or April 20<sup>th</sup> meeting. Joe Miczulski seconded. The motion passed unanimously.**

## 7. Annual Audit

### a. Presentation from Brady Workman from Dennis Brown CPAs on results on annual audit for FY2015

Brady Workman stated that they have not made any modifications. It is an unmodified report which is the highest report they could give. Brady stated that he thought Wendy does an amazing job with all accounts in QuickBooks. Dave Patrie said that the F & P committee did meet with Brady.

### b. Action item:

*Action to approve the receipt and filing of Mountain Rides FY 2015 audited financials prepared by Dennis Brown CPAs*

**Becki Keefer made a motion to approve the receipt and filing of Mountain Rides FY2015 audited financials prepared by Dennis Brown CPAs. Kristin Derrig seconded. The motion passed unanimously.**

## 5. Committee Reports

Planning & Marketing committee report for February from Chair Joe Miczulski.

Need to add to minutes that Joe Miczulski was nominated and approved for chair of the committee.

**Mark Gilbert moved to approve the minutes for Planning & Marketing with the addition of the chair nomination. Kristin Derrig seconded. Motion carried unanimously. Steve Wolper abstained.**

Finance & Performance committee report for February from Chair Becki Keefer. Becki Keefer stated that they spent a lot of time on the audited financials.

**Jane Conard moved to approve the minutes for Finance & Performance. Dave Patrie seconded. Motion carried unanimously.**

## 6. Staff reports

a. Dashboard performance reports for December 2015

b. Operations report – Joe Miczulski asked Jim about the 16% reduction on Valley Route. Jim Finch stated that he thought it was due to \$2 gasoline and the competition with the SOV (single occupancy vehicle.) Jim stated that with 2 years without an accident and we are on a great course for safety performance.

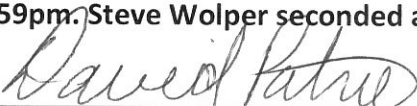
- c. Marketing and Outreach report – Kim MacPherson said thank you to Hailey Rotary for their contribution for the scholarship program. Dave Patrie gave Kudos to staff for being nominated for best customer service from Hailey Chamber.
- d. Maintenance report – Joe Miczulski asked Ben about going to the CSI Diesel Technology School and about the industry struggles they see. Ben stated that the school doesn't get out very much so they appreciated hearing about our struggles and Mountain Rides perspective. The school asked if they could join their advisory committee and Ben said yes.
- e. Business Manager report – Ben Varner responded to the questions from Mark Gilbert regarding the floor light at the south valley facility. Mountain Rides and EKC think it was a manufacturing defect and not a longer term problem.
- f. Executive Director report - Jason Miller stated it another great month and tremendous effort put forth and it is great to see the recognition that we have had lately. Dave Patrie said Kudos to staff for getting the south valley facility finished.

**8. Consent Calendar items**

- a. Approve minutes for January 20<sup>th</sup> regular board meeting.  
**Mark Gilbert moved to approve the minutes of January 20<sup>th</sup>, and Becki Keefer seconded. Anne Corrock abstained. The motion was approved.**
  
- b. Receive & File November and December 2015 financials and bills paid  
**Mark Gilbert moved to receive and file the financials. Becki Keefer seconded, and the motion carried unanimously.**

**9. Adjournment**

**Jane Conard moved to adjourn the meeting at 1:59pm. Steve Wolper seconded and the motion carried unanimously.**

  
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Chair David Patrie