

**Transportation Authority of Calhoun County**  
**Meeting Minutes**  
**Marshall City Hall – Council Chambers**  
**323 West Michigan Avenue, Marshall, MI 49068**  
**June 24, 2025**

- I. **Call to Order**  
The meeting was called to order by Chairperson Erick Stewart at 9:01 a.m.
- II. **Roll Call**  
Members present: Tom Tarkiewicz, Dr. Paul Watson, Erick Stewart, Vivian Davis, Amy Evans, Maya Williams, Jenasia Morris  
Members absent: None
- III. **Agenda**  
It was motioned by Tom and supported by Vivian to approve the agenda with item XIV. Closed session, moving up to item V. and the addition of Travel Policy, item X (e) to New Business.  
Motion carried.
- IV. **Approval of Minutes**  
It was motioned by Amy and supported by Maya to approve June 10, 2025, Minutes.  
Motion carried.
- V. **Closed Session**  
It was moved by Tom and supported by Amy to move into closed session pursuant to Section 8(h) of the Open Meetings Act to discuss a written attorney opinion that is exempt from disclosure under state and federal law. Closed session was 9:05 to 9:56.  
Motion carried unanimously by roll call vote.
- VI. **Public Comments on Agenda Items**  
None.
- VII. **Consent Agenda**  
None.
- VIII. **Finance and Budget Report**  
A report was distributed to the Board and Amy mentioned two small payments received from Battle Creek and Calhoun County. Amy and Maya have met and will continue to meet in efforts toward a smooth transition for the Board Treasurer. It was moved by Tom and supported by Dr. Watson to accept the Finance and Budget Report.  
Motion carried.
- IX. **Public Hearings and Subsequent Board Action**  
None.
- X. **Unfinished Business**
  - a) The Accounting and Finance Services Review Committee recommended the Board approve Maner Costerisan as TACC's Accounting and Finance Services provider. It was motioned by Vivian and supported by Maya to approve Maner Costerisan for Accounting and Finance Services.  
Motion carried.
  - b) It was moved by Dr. Watson and supported by Amy to approve the Executive Director job description provided in their packet.  
Motion carried.

- c) Mallory Avis updated the Board on the progress of the marketing firm. They are working at a very fast pace. Mallory explained the vehicle branding plan and hopes to have something to present to the Board at the next Board meeting.
- d) Kristy Grestini updated the Board on BCGO in Albion. Ridership is slightly up. She identified trip requests outside of the city being more than within the city limits. The BCGO app is being updated to potentially add Marshall with Albion or possibly service for Marshall city limits as well. The Board discussed app technology, service area lines and marketing.

**XI. New Business**

- a) Erick presented Sub-committees to the Board that are also provided in their packet.
  - i. Executive Committee. Members: Erick Stewart, Tom Tarkiewicz, Jenasia Morris, Executive Director.
  - ii. Planning Committee. Members: Erick Stewart, Tom Tarkiewicz, Vivian Davis, Executive Director.
  - iii. Finance Committee. Members: Maya Williams, Amy Evans, Dr. Paul Watson, Executive Director, Director of Grants and Finance.

It was motioned by Dr. Watson and supported by Vivian to ratify the three Sub-committees found in their packets and presented by Erick.

Motion carried.

- b) A revised meeting schedule was provided to the Board.
- c) A workshop/committee schedule was provided to the Board. It was discussed and decided to hold committee meetings/workshops virtually. Further discussion about committee meetings and dates showed some dates may need to be rescheduled.

It was motioned by Amy and supported by Jenasia to approve the adoption of the revised meeting schedule and workshop/committee schedule.

Motion passed.

- d) It was motioned by Amy and supported by Maya to approve the BCATS Memorandum of Understanding provided in their packet.
- e) The Board was provided with Resolution 02-2025 to send Maya Williams, Board Treasurer to a Transit Seminar. It was moved by Tom and supported by Vivian to approve Resolution 02-2025. Maya Williams abstained from voting.

Motion carried unanimously by roll call vote.

**XII. Public Comments on Non-Agenda Items**

None.

**XIII. Board and Executive Director Comments**

- a) Tom asked about the agenda for July 8<sup>th</sup>. Mallory Avis said she will get with Tom after the meeting. Maya mentioned the CPAN meeting at the Kool Center on 6/26.
- b) Jeff Franklin, BCATS Executive Director, thanked the Board for adopting the MOU and recapped progress between TACC and BCATS. Local Share Resolution for BCATS has been approved for Battle Creek and Springfield with the county voting this Thursday.
- c) Peter Varga gave suggestions to the Board for the July 8<sup>th</sup> workshop.

**XIV. Next Meeting**

Next meeting – July 22<sup>nd</sup>, 2025

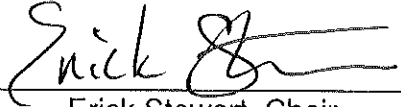
**XV. Adjournment**

Meeting adjourned at 10:40 a.m.

Respectfully Submitted,

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Vivian Davis, Secretary

A handwritten signature in black ink, appearing to read "Erick Stewart", written over a horizontal line.

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Erick Stewart, Chair