



**Macatawa Area Express Transportation Authority  
Meeting Minutes  
Monday, July 26, 2021**

The Macatawa Area Express Transportation Authority Board met at 3:30 pm in the training room at the MAX Operations building - 11660 Greenway Drive, Holland, MI 49424.

**Members Present:** Chair Russ TeSlaa, Vice-Chair Joe Baumann, and Secretary/Treasurer Mike Trethewey; Board Members, Meika Weiss, Tyler Kent, and Kevin Klynstra

**Others Present:** Lynn McCammon

**Members Absent:** Kristin Myers, Al Rios, Jan Steggerda

**Staff Present:** Elisa Hoekwater, Beth Higgs, and Barbara Sonnerville

**7.21.1 Approval of the June 28, 2021 Board Meeting Minutes**

A motion was made by Baumann and supported by Trethewey to approve the June 28, 2021 board meeting minutes. Motion carried unanimously.

**7.21.2 Public Comment**

There was no public comment.

**7.21.3 Marketing Committee**

Higgs reported that the new MAX website is set to go live on August 16th. Marketing is still working on driver recruitment. And they are busy planning the MAX Employee Appreciation week coming soon.

**7.21.3a Call Center Summary**

There was no discussion.

**7.21.4 Executive Committee**

**7.21.4a Bus Shelter Lease Agreements**

MAX Transit has been approved to place up to ten new bus passenger shelters in the service area. So far, three new locations have been selected and the leases are ready to sign. A motion was made by Trethewey and supported by Kent to approve the leases. Motion carried unanimously.

- 7.21.4b** *Transit Asset Management Performance Targets*  
The Transit Asset Management Plan for the FY 2022 Annual Performance Target goals was presented to the board by Veldhoff. For planning purposes, the Annual Performance Targets are formally approved by the Executive Director and are shared annually with MDOT and the Holland-area MPO, the Macatawa Area Coordinating.
- 7.21.4c** *Ridership Reports for June 2021*  
There was no discussion.
- 7.21.4d** *Financial Reports for June 2021*  
There was no discussion.
- 7.21.4e** *Expenditure Reports for June 2021*  
There was no discussion.
- 7.21.5** **MAX Director's Report**  
Hoekwater reported that the MAX Drug and Alcohol Policy is still being modified and will be presented to the board for approval once the policy has been reviewed by the lawyers.  
Hoekwater presented a proposal to increase MAX Bus Operator and Staff Salaries. The MAX Board and MAX Staff will be working on budget adjustments to accommodate these increases and the final proposal will be presented once completed.  
MAX Staff is also currently working on the year-end budget adjustments for FY21 and the draft of the FY22 budget.
- 7.21.6** **Adjournment**  
A motion was made by Weiss and supported by Kent to adjourn the meeting. Motion carried unanimously.