



## **NEORide**

### **Minutes of the NEORide Annual Meeting**

September 11, 2024 @ 10:00 am – AC Hotel Marriott  
124 Madison Street, Dayton, OH 45402

#### ***I. Attendance***

NEORide President Mr. Ben Capelle asked for a Call to Order. The meeting was called to order at 10:00 a.m.

Attendees and Other Interested Parties present are listed below.

Ben Capelle, President	Laketran
Matt Maier	Laketran
Andrea Aaby	Laketran
Kirt Conrad	SARTA
Mark Finnicum	SARTA
Andy Volenik	Delaware County Transit
Brian Trautman	PARTA
Kelly Jurisch	PARTA
Tatia Harris	METRO RTA
Matthew Allison	Licking County Transit
Aaron Kennedy	Lancaster County
Dean Harris	WRTA
Josh Miranda	GCRTA
Matt Dutkevicz	BCRTA
Megan Varney	BCRTA
Delene Weidner	BCRTA
Darryl Haley	Go-Metro (SORTA)
Khaled Shammout	Go-Metro (SORTA)
Matthew Moorman	Go-Metro (SORTA)
Bryan Smith	City Bus
Mike Salamone	Trumbull County
Brandon Policicchio	GDRTA
Amy Powell	CARTA
Mandy Murphy	Amtran
Dina Reed	The Ride
Shari Chick	CCA of Columbiana County
Liz McClurg	APT
Jean Taddie ( <i>Online</i> )	Richland County

#### **Other Interested Parties:**

Katherine Conrad	NEORide
Naomi Wells	NEORide
Carlell Howard	NEORide
Corey Tarter	NEORide
Barbara Rhoades	OTRP
Ken Reed	OTRP
Ryan Spitzer	Isaac Wiles
Santosh Mishra	Flexlynqs
Josh Albertson	Flexlynqs
Raymond Chan	Arcadis
Sophia Mohr	COTA
Andy Souders	Think Next Tech

## ***II. Summary of Actions***

- 1. Approved board meeting agenda of 9-11-24 and NEORide Annual Meeting Minutes of 9-13-23.**
- 2. Accepted and confirmed the recommendation of the Nominating Committee's slate of NEORide officers – October 2024 – September 2025.**
- 3. Accepted and confirmed volunteers to be on NEORide Executive Committee term – October 2024 – September 2025.**
- 4. Approved NEORide Administrative Dues for 2024 as recommended by the Governance Committee.**
- 5. Approved the 2024 NEORide Administrative Budget as recommended by the Governance Committee.**
- 6. Approved proposed bylaw changes.**

### ***III. Consent Docket***

#### **1. Consent Docket**

**Motion:** Mr. Conrad made a motion to approve the consent docket. Mr. Haley seconded the motion.

No discussion was heard.

**Vote:** All voted in favor of the motion.

*Approve, Accept and Affirm all items on the Consent Docket*

- a. Board meeting agenda of 9/11/24
- b. Approve NEORide Annual Meeting Minutes 9/13/23
- c. Approve the resolution by the Steel Valley Regional Transit Authority Board of Trustees to become a NEORide Member contingent on final board approval.
- d. Approve Drug and Alcohol Policy

#### **2. Introduction of NEORide Transit Members**

#### **3. Presentation: NEORide Year in Review** *(Katherine Conrad)*

Ms. Conrad gives a presentation on NEORide's Year in Review which included:

- Membership Growth
- Staff Growth
- EZfare Growth
- EZConnect Update
- Via Update
- ODOT Coordinators Update
- Upcoming Projects
- Current Grant Awards/Update
- Current/Pending Procurements
- New Policies

No further discussion was heard.

#### **4. NEORide Trivia** *(Carlell Howard and Kara Baldwin)*

Mr. Howard and Ms. Baldwin conduct an interactive NEORide Trivia Game.

No further discussion was heard.

### ***VI. Annual Election of Board Officers*** *(Ryan Spitzer)*

- a. Nominating Committee Report and Election of Officers *(Kirt Conrad)*

i. Current Officers

1. Mr. Ben Capelle, Chairman of the Board
2. Mr. Darryl Haley, Vice Chairman
3. Mr. Dean Harris, Secretary/Treasurer
4. Ms. Barbara Rhoades, Fiscal Officer (non-voting)

- 5. Motion: Mr. Conrad made a motion to accept and confirm the recommendation of the Nominating Committee's slate of NEORide Officers – October 2024 – September 2025. Mr. Haley seconded the motion.**

Mr. Spitzer announces the slate of officers chosen by the nominating committee with Ben Capelle as Chairman, Bryan Smith as Vice Chairman, Dean Harris as Secretary/Treasurer, and Barbara Rhoades as Fiscal Officer.

No further discussion was heard.

**Vote: All voted in favor of the motion.**

- 6. Motion: Mr. Dutkevicz made a motion to accept and confirm volunteers to be on NEORide Executive Committee term October 2024 – September 2025. Mr. Haley seconded the motion.**

Ms. Conrad confirmed volunteers to be on the NEORide Executive Committee term October 2024 – September 2025 for each member.

No further discussion was heard.

**Vote: All voted in favor of the motion.**

**V. *Financial Planning for 2024***

- 7. Discussion: Operational Reserve** *(Barbara Rhoades)*

Ms. Rhoades proposes an operational reserve that will represent up to 90 days of operating costs. NEORide currently operates at a zero cash basis. The proposed operational reserve would ensure NEORide can pay bills in a timely manner that is consistent with federally mandated financial policies. 10% of all member dues, 100% of prorated mid-year membership dues, and 100% of profits from transit agencies utilizing NEORide procurements would be placed in the operational reserves for the next 5 years.

No further discussion was heard.

- 8. Motion: Mr. Harris made a motion to approve NEORide Administrative Dues for 2024 as recommended by the Governance Committee. Mr. Conrad seconded the motion.**

Ms. Conrad gives a brief overview of the proposed NEORide Administrative Dues for 2024 as recommended by the Governance Committee.

No further discussion was heard.

**Vote: All voted in favor of the motion.**

- 9. Motion: Mr. Harris made a motion to approve the 2024 NEORide Administrative Budget as recommended by the Governance Committee. Mr. Haley seconded the motion.**

Ms. Conrad gave a brief overview of the 2024 Administrative Budget as recommended by the governance committee. Ms. Conrad highlights changes including a decrease in fiscal agent/project management fees and website expenses, and an increase in banking fees, legal services and marketing.

No further discussion was heard.

**Vote: All voted in favor of the motion.**

## **VI. *NEORide Bylaws***

### **10. Memo on NEORide Bylaw Changes** *(Katherine Conrad)*

Ms. Conrad gives an overview of all proposed changes to NEORide Bylaws. Proposed changes are attached in the board packet with tracked changes.

No further discussion was heard.

- 11. Motion: Mr. Haley made a motion to approve the proposed bylaw changes. Mr. Conrad seconded the motion.**

No further discussion was heard.

**Vote: All voted in favor of the motion.**

## **VII. *Reports***

### **12. Report - Fiscal Agent** *(Barbara Rhoades)*

Ms. Rhoades gives a brief overview of the financial documents and reports attached in the board packet.

Ms. Rhoades states that moving forward NEORide will be audited on a yearly basis and an RFP will be issued for auditing services.

- a. Report – Financial Report @ 7/31/24
  - i. Balance Sheet
  - ii. Profit and Loss
  - iii. Budget to Actual for NEORide
  - iv. A/R Report
  - v. Treasurers Report (Dean Harris)

**13. Report – Rural Coordinator** (Carlell Howard)

Mr. Howard gives a brief update on the following items:

- ODOT Conferences
- Rural Transit Message Board
- Transit Academy
- PAT / DRIVE Certification
- Site Visits
- OPTA Education Committee
- Compliance

Mr. Howard gives a brief update on the following ODOT projects:

- Stronger focus on 5310 vehicle only policies (site visit TARs in the future)
- 5311 TAR desk reviews
- ICE Database

**14. Report – Small Urban Coordinator** (Naomi Wells)

Ms. Wells gave a presentation on her role as Small Urban Coordinator. Including:

- Grant management and reporting
- Compliance – Triennials
- Technology needs
- Procurement
- Marketing
- Facilitation
- Coaching and Training

**15. Presentation on Cyber Security**

Ms. Mohr gives a presentation about a cybersecurity event at COTA and the solution/lessons learned.

- a. Barbara Rhoades, CEO, Ohio Transit Risk Pool  
Sophia Mohr, CIO, COTA  
Andy Souders, Founder, Think Next Tech

**16. Motion: Mr. Conrad made a motion to move into an executive session for the purpose of**

**conferencing with an attorney for the public body concerning disputes involving the public body concerning disputes involving the public body that are the subject of pending or imminent court action under R.C. 121.22(G)(3). Mr. Haley seconded the motion.**

Roll call was taken to enter executive session. A quorum was present.

Mr. Harris made a motion to exit executive session. Mr. Conrad seconded the motion.

Roll call was taken to exit executive session. A quorum was present.

***VII. Adjournment***

**17. Motion: Mr. Conrad made a motion to adjourn. Mr. Haley seconded the motion.**

**Vote: All voted in favor of the motion**

**Approved by the NEORide Board of Trustees on 9/10/2025**