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Short Form Return of Organization Exempt From Income Tax

2011

Under section 501(c), 527, or 4947(a)(1) of the Internal Revenue Code
(except black lung benefit trust or private foundation)

▶ Sponsoring organizations of donor advised funds, organizations that operate one or more hospital facilities, and certain controlling organizations as defined in section 512(b)(13) must file Form 990 (see instructions). All other organizations with gross receipts less than \$200,000 and total assets less than \$500,000 at the end of the year may use this form.

▶ The organization may have to use a copy of this return to satisfy state reporting requirements.

**Open to Public
Inspection**

Department of the Treasury
Internal Revenue Service

A For the 2011 calendar year, or tax year beginning _____, and ending _____

B Check if applicable:
 Address change
 Name change
 Initial return
 Terminated
 Amended return
 Application pending

C Name of organization: **DOR-TRAN INC DBA DOOR-TRAN**

Number and street (or P O box, if mail is not delivered to street address): **1300 EGG HARBOR RD**

Room/suite: **124**

City or town, state or country, and ZIP + 4: **STURGEON BAY WI 54235**

D Employer identification number: **26-4243933**

E Telephone number: **920-743-9999**

F Group Exemption Number: _____

G Accounting Method: Cash Accrual Other (specify) _____

H Check if the organization is not required to attach Schedule B (Form 990, 990-EZ, or 990-PF)

I Website: **WWW.DOOR-TRAN.COM**

J Tax-exempt status (check only one) — 501(c)(3) 501(c)() (insert no) 4947(a)(1) or 527

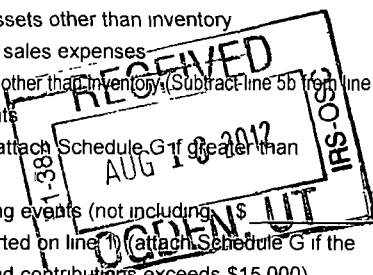
K Check if the organization is not a section 509(a)(3) supporting organization or a section 527 organization and its gross receipts are normally not more than \$50,000. A Form 990-EZ or Form 990 return is not required though Form 990-N (e-postcard) may be required (see instructions). But if the organization chooses to file a return, be sure to file a complete return.

L Add lines 5b, 6c, and 7b, to line 9 to determine gross receipts. If gross receipts are \$200,000 or more, or if total assets (Part II, line 25, column (B) below) are \$500,000 or more, file Form 990 instead of Form 990-EZ. ▶ \$ **144,267**

Part I Revenue, Expenses, and Changes in Net Assets or Fund Balances (see the instructions for Part I)

Check if the organization used Schedule O to respond to any question in this Part I

	1 Contributions, gifts, grants, and similar amounts received	1	127,553
	2 Program service revenue including government fees and contracts	2	16,714
	3 Membership dues and assessments	3	
	4 Investment income	4	
Revenue	5a Gross amount from sale of assets other than inventory	5a	
	b Less cost or other basis and sales expenses	5b	
	c Gain or (loss) from sale of assets other than inventory (Subtract line 5b from line 5a)	5c	
	6 Gaming and fundraising events		
	a Gross income from gaming (attach Schedule G if greater than \$15,000)	6a	
	b Gross income from fundraising events (not including \$ of contributions from fundraising events reported on line 1) (attach Schedule G if the sum of such gross income and contributions exceeds \$15,000)	6b	
	c Less direct expenses from gaming and fundraising events	6c	
	d Net income or (loss) from gaming and fundraising events (add lines 6a and 6b and subtract line 6c)	6d	
	7a Gross sales of inventory, less returns and allowances	7a	
	b Less cost of goods sold	7b	
c Gross profit or (loss) from sales of inventory (Subtract line 7b from line 7a)	7c		
8 Other revenue (describe in Schedule O)	8		
	9 Total revenue. Add lines 1, 2, 3, 4, 5c, 6d, 7c, and 8	9	144,267
Expenses	10 Grants and similar amounts paid (list in Schedule O)	10	24,788
	11 Benefits paid to or for members	11	
	12 Salaries, other compensation, and employee benefits	12	58,238
	13 Professional fees and other payments to independent contractors	13	3,732
	14 Occupancy, rent, utilities, and maintenance	14	2,856
	15 Printing, publications, postage, and shipping	15	2,057
	16 Other expenses (describe in Schedule O)	16	10,544
	17 Total expenses. Add lines 10 through 16	17	102,215
	18 Excess or (deficit) for the year (Subtract line 17 from line 9)	18	42,052
	19 Net assets or fund balances at beginning of year (from line 27, column (A)) (must agree with end-of-year figure reported on prior year's return)	19	
20 Other changes in net assets or fund balances (explain in Schedule O)	20		
21 Net assets or fund balances at end of year. Combine lines 18 through 20	21	42,052	



SCANNED AUG 17 2012 NET ASSETS

Part II Balance Sheets. (see the instructions for Part II)

Check if the organization used Schedule O to respond to any question in this Part II

	(A) Beginning of year	(B) End of year
22 Cash, savings, and investments	0 22	34,137
23 Land and buildings	0 23	
24 Other assets (describe in Schedule O)	0 24	23,469
25 Total assets	0 25	57,606
26 Total liabilities (describe in Schedule O)	0 26	15,554
27 Net assets or fund balances (line 27 of column (B) must agree with line 21)	0 27	42,052

Part III Statement of Program Service Accomplishments (see the instructions for Part III)

Check if the organization used Schedule O to respond to any question in this Part III

What is the organization's primary exempt purpose?

SEE SCHEDULE O

Describe the organization's program service accomplishments for each of its three largest program services, as measured by expenses. In a clear and concise manner, describe the services provided, the number of persons benefited, and other relevant information for each program title

Expenses
(Required for section 501(c)(3) and 501(c)(4) organizations and section 4947(a)(1) trusts, optional for others)

28 SEE SCHEDULE O

(Grants \$ **24,788**) If this amount includes foreign grants, check here 28a **81,739**

29

(Grants \$) If this amount includes foreign grants, check here 29a

30

(Grants \$) If this amount includes foreign grants, check here 30a

31 Other program services (describe in Schedule O)

(Grants \$) If this amount includes foreign grants, check here 31a

32 Total program service expenses (add lines 28a through 31a) 32 **81,739**

Part IV List of Officers, Directors, Trustees, and Key Employees. List each one even if not compensated (see the instructions for Part IV)

Check if the organization used Schedule O to respond to any question in this Part IV

(a) Name and address	(b) Title and average hours per week devoted to position	(c) Reportable compensation (Forms W-2/1099-MISC) (If not paid, enter -0-)	(d) Health benefits, contributions to employee benefit plans, and deferred compensation	(e) Estimated amount of other compensation
PAUL KOK 4323 PARK DRIVE SHORES WI 54235	PRESIDENT 2.00	0	0	0
FRANK MAXWELL PO BOX 645 WI 54209	VICE PRESIDENT 0.50	0	0	0
SHIREEN DACHELET 281 MARGARET LYN AVE WI 54201	SECRETARY 1.00	0	0	0
PETE BOSMAN 55 W YEW ST WI 54235	TREASURER 0.75	0	0	0
ROGER TEPE 421 NEBRASKA WI 54235	DIRECTOR 1.50	0	0	0
MARTY OLEJNICZAK 421 MICHIGAN WI 54235	DIRECTOR 0.25	0	0	0
SUSAN JOHNSON 323 S 16TH PL WI 54235	DIRECTOR 1.00	0	0	0
MICHAEL BRECKE 11720 STATE RD 42 WI 54210	DIRECTOR 0.25	0	0	0
KEN WARREN 5496 SALONA RD WI 54235	DIRECTOR 0.25	0	0	0
AMY KOHNLE 57 N 3RD AVE WI 54235	DIRECTOR 0.50	0	0	0

Part V Other Information (Note the Schedule A and personal benefit contract statement requirements in the instructions for Part V) Check if the organization used Schedule O to respond to any question in this Part V

	Yes	No
33 Did the organization engage in any significant activity not previously reported to the IRS? If "Yes," provide a detailed description of each activity in Schedule O		X
34 Were any significant changes made to the organizing or governing documents? If "Yes," attach a conformed copy of the amended documents if they reflect a change to the organization's name. Otherwise, explain the change on Schedule O (see instructions)	X	
35a Did the organization have unrelated business gross income of \$1,000 or more during the year from business activities (such as those reported on lines 2, 6a, and 7a, among others)?		X
b If "Yes," to line 35a, has the organization filed a Form 990-T for the year? If "No," provide an explanation in Schedule O		
c Was the organization a section 501(c)(4), 501(c)(5), or 501(c)(6) organization subject to section 6033(e) notice, reporting, and proxy tax requirements during the year? If "Yes," complete Schedule C, Part III		X
36 Did the organization undergo a liquidation, dissolution, termination, or significant disposition of net assets during the year? If "Yes," complete applicable parts of Schedule N		X
37a Enter amount of political expenditures, direct or indirect, as described in the instructions ▶ 37a		
b Did the organization file Form 1120-POL for this year?		X
38a Did the organization borrow from, or make any loans to, any officer, director, trustee, or key employee or were any such loans made in a prior year and still outstanding at the end of the tax year covered by this return?		X
b If "Yes," complete Schedule L, Part II and enter the total amount involved ▶ 38b		
39 Section 501(c)(7) organizations Enter		
a Initiation fees and capital contributions included on line 9 ▶ 39a		
b Gross receipts, included on line 9, for public use of club facilities ▶ 39b		
40a Section 501(c)(3) organizations Enter amount of tax imposed on the organization during the year under section 4911 ▶ _____, section 4912 ▶ _____; section 4955 ▶ _____		
b Section 501(c)(3) and 501(c)(4) organizations Did the organization engage in any section 4958 excess benefit transaction during the year, or did it engage in an excess benefit transaction in a prior year that has not been reported on any of its prior Forms 990 or 990-EZ? If "Yes," complete Schedule L, Part I		X
c Section 501(c)(3) and 501(c)(4) organizations Enter amount of tax imposed on organization managers or disqualified persons during the year under sections 4912, 4955, and 4958 ▶ _____		
d Section 501(c)(3) and 501(c)(4) organizations Enter amount of tax on line 40c reimbursed by the organization ▶ _____		
e All organizations At any time during the tax year, was the organization a party to a prohibited tax shelter transaction? If "Yes," complete Form 8886-T		X
41 List the states with which a copy of this return is filed ▶ WI		
42a The organization's books are in care of ▶ DOR-TRAN INC. Telephone no. ▶ 920-743-9999 1300 EGG HARBOR RD. Located at ▶ STURGEON BAY WI ZIP + 4 ▶ 54235		
b At any time during the calendar year, did the organization have an interest in or a signature or other authority over a financial account in a foreign country (such as a bank account, securities account, or other financial account)? If "Yes," enter the name of the foreign country ▶ _____ See the instructions for exceptions and filing requirements for Form TD F 90-22.1, Report of Foreign Bank and Financial Accounts.		X
c At any time during the calendar year, did the organization maintain an office outside of the U S ? If "Yes," enter the name of the foreign country ▶ _____		X
43 Section 4947(a)(1) nonexempt charitable trusts filing Form 990-EZ in lieu of Form 1041 — Check here and enter the amount of tax-exempt interest received or accrued during the tax year ▶ 43 <input type="checkbox"/>		
44a Did the organization maintain any donor advised funds during the year? If "Yes," Form 990 must be completed instead of Form 990-EZ		X
b Did the organization operate one or more hospital facilities during the year? If "Yes," Form 990 must be completed instead of Form 990-EZ		X
c Did the organization receive any payments for indoor tanning services during the year?		X
d If "Yes" to line 44c, has the organization filed a Form 720 to report these payments? If "No," provide an explanation in Schedule O		
45a Did the organization have a controlled entity within the meaning of section 512(b)(13)?		X
45b Did the organization receive any payment from or engage in any transaction with a controlled entity within the meaning of section 512(b)(13)? If "Yes," Form 990 and Schedule R may need to be completed instead of Form 990-EZ (see instructions)		X

46 Did the organization engage, directly or indirectly, in political campaign activities on behalf of or in opposition to candidates for public office? If "Yes," complete Schedule C, Part I

	Yes	No
46		X

Part VI Section 501(c)(3) organizations and section 4947(a)(1) nonexempt charitable trusts only. All section 501(c)(3) organizations and section 4947(a)(1) nonexempt charitable trusts must answer questions 47-49b and 52, and complete the tables for lines 50 and 51.
 Check if the organization used Schedule O to respond to any question in this Part VI

47 Did the organization engage in lobbying activities or have a section 501(h) election in effect during the tax year? If "Yes," complete Schedule C, Part II

	Yes	No
47		X

48 Is the organization a school as described in section 170(b)(1)(A)(ii)? If "Yes," complete Schedule E

	Yes	No
48		X

49a Did the organization make any transfers to an exempt non-charitable related organization?

	Yes	No
49a		X

b If "Yes," was the related organization a section 527 organization?

	Yes	No
49b		

50 Complete this table for the organization's five highest compensated employees (other than officers, directors, trustees and key employees) who each received more than \$100,000 of compensation from the organization. If there is none, enter "None."

(a) Name and address of each employee paid more than \$100,000	(b) Title and average hours per week devoted to position	(c) Reportable compensation (Forms W-2/1099-MISC)	(d) Health benefits, contributions to employee benefit plans, and deferred compensation	(e) Estimated amount of other compensation
NONE				

f Total number of other employees paid over \$100,000 **▶** _____

51 Complete this table for the organization's five highest compensated independent contractors who each received more than \$100,000 of compensation from the organization. If there is none, enter "None."

(a) Name and address of each independent contractor paid more than \$100,000	(b) Type of service	(c) Compensation
NONE		

d Total number of other independent contractors each receiving over \$100,000 **▶** _____

52 Did the organization complete Schedule A? **Note** All section 501(c)(3) organizations and 4947(a)(1) nonexempt charitable trusts must attach a completed Schedule A **▶** Yes No

Under penalties of perjury, I declare that I have examined this return, including accompanying schedules and statements, and to the best of my knowledge and belief, it is true, correct, and complete. Declaration of preparer (other than officer) is based on all information of which preparer has any knowledge.

Sign Here Signature of officer: *Paul Kok* Date: 8/9/12
 Type or print name and title: **PAUL KOK** **PRESIDENT**

Paid Preparer Use Only
 Preparer's name: **INGE ALVERSON BACON** Preparer's signature: *Inge Bacon* Date: **08/01/12** Check if self-employed PTIN: **P01238087**
 Firm's name: **INGE ALVERSON BACON, CPA** Firm's EIN: **39-1983077**
 Firm's address: **253 N 1ST AVENUE - SUITE 1** Phone no: **920-421-0923**
STURGEON BAY, WI 54235

May the IRS discuss this return with the preparer shown above? See instructions **▶** Yes No

SCHEDULE A
(Form 990 or 990-EZ)

Public Charity Status and Public Support

OMB No 1545-0047

2011

Open to Public Inspection

Complete if the organization is a section 501(c)(3) organization or a section 4947(a)(1) nonexempt charitable trust.

▶ Attach to Form 990 or Form 990-EZ. ▶ See separate instructions.

Department of the Treasury
Internal Revenue Service

Name of the organization

DOR-TRAN INC DBA DOOR-TRAN

Employer identification number

26-4243933

Part I Reason for Public Charity Status (All organizations must complete this part.) See instructions.

The organization is not a private foundation because it is (For lines 1 through 11, check only one box.)

- 1 A church, convention of churches, or association of churches described in section 170(b)(1)(A)(i).
- 2 A school described in section 170(b)(1)(A)(ii). (Attach Schedule E.)
- 3 A hospital or a cooperative hospital service organization described in section 170(b)(1)(A)(iii).
- 4 A medical research organization operated in conjunction with a hospital described in section 170(b)(1)(A)(iii). Enter the hospital's name, city, and state.
- 5 An organization operated for the benefit of a college or university owned or operated by a governmental unit described in section 170(b)(1)(A)(iv). (Complete Part II.)
- 6 A federal, state, or local government or governmental unit described in section 170(b)(1)(A)(v).
- 7 An organization that normally receives a substantial part of its support from a governmental unit or from the general public described in section 170(b)(1)(A)(vi). (Complete Part II.)
- 8 A community trust described in section 170(b)(1)(A)(vi). (Complete Part II.)
- 9 An organization that normally receives (1) more than 33 1/3% of its support from contributions, membership fees, and gross receipts from activities related to its exempt functions—subject to certain exceptions, and (2) no more than 33 1/3% of its support from gross investment income and unrelated business taxable income (less section 511 tax) from businesses acquired by the organization after June 30, 1975. See section 509(a)(2). (Complete Part III.)
- 10 An organization organized and operated exclusively to test for public safety. See section 509(a)(4).
- 11 An organization organized and operated exclusively for the benefit of, to perform the functions of, or to carry out the purposes of one or more publicly supported organizations described in section 509(a)(1) or section 509(a)(2). See section 509(a)(3). Check the box that describes the type of supporting organization and complete lines 11e through 11h.
 - a Type I
 - b Type II
 - c Type III—Functionally integrated
 - d Type III—Other
- e By checking this box, I certify that the organization is not controlled directly or indirectly by one or more disqualified persons other than foundation managers and other than one or more publicly supported organizations described in section 509(a)(1) or section 509(a)(2).
- f If the organization received a written determination from the IRS that it is a Type I, Type II, or Type III supporting organization, check this box.
- g Since August 17, 2006, has the organization accepted any gift or contribution from any of the following persons?
 - (i) A person who directly or indirectly controls, either alone or together with persons described in (ii) and (iii) below, the governing body of the supported organization?
 - (ii) A family member of a person described in (i) above?
 - (iii) A 35% controlled entity of a person described in (i) or (ii) above?
- h Provide the following information about the supported organization(s).

	Yes	No
11g(i)		
11g(ii)		
11g(iii)		

(i) Name of supported organization	(ii) EIN	(iii) Type of organization (described on lines 1–9 above or IRC section (see instructions))	(iv) Is the organization in col (i) listed in your governing document?		(v) Did you notify the organization in col (i) of your support?		(vi) Is the organization in col (i) organized in the U.S.?		(vii) Amount of support
			Yes	No	Yes	No	Yes	No	
(A)									
(B)									
(C)									
(D)									
(E)									
Total									

For Paperwork Reduction Act Notice, see the Instructions for Form 990 or 990-EZ.

Schedule A (Form 990 or 990-EZ) 2011

Part II Support Schedule for Organizations Described in Sections 170(b)(1)(A)(iv) and 170(b)(1)(A)(vi)

(Complete only if you checked the box on line 5, 7, or 8 of Part I or if the organization failed to qualify under Part III. If the organization fails to qualify under the tests listed below, please complete Part III.)

Section A. Public Support

Calendar year (or fiscal year beginning in) ►	(a) 2007	(b) 2008	(c) 2009	(d) 2010	(e) 2011	(f) Total
1 Gifts, grants, contributions, and membership fees received (Do not include any "unusual grants")					127,553	127,553
2 Tax revenues levied for the organization's benefit and either paid to or expended on its behalf						
3 The value of services or facilities furnished by a governmental unit to the organization without charge						
4 Total. Add lines 1 through 3					127,553	127,553
5 The portion of total contributions by each person (other than a governmental unit or publicly supported organization) included on line 1 that exceeds 2% of the amount shown on line 11, column (f)						
6 Public support. Subtract line 5 from line 4						127,553

Section B. Total Support

Calendar year (or fiscal year beginning in) ►	(a) 2007	(b) 2008	(c) 2009	(d) 2010	(e) 2011	(f) Total
7 Amounts from line 4					127,553	127,553
8 Gross income from interest, dividends, payments received on securities loans, rents, royalties and income from similar sources						
9 Net income from unrelated business activities, whether or not the business is regularly carried on						
10 Other income Do not include gain or loss from the sale of capital assets (Explain in Part IV)						
11 Total support. Add lines 7 through 10						127,553
12 Gross receipts from related activities, etc (see instructions)					12	16,714
13 First five years. If the Form 990 is for the organization's first, second, third, fourth, or fifth tax year as a section 501(c)(3) organization, check this box and stop here <input type="checkbox"/>						

Section C. Computation of Public Support Percentage

14 Public support percentage for 2011 (line 6, column (f) divided by line 11, column (f))	14	100.00%
15 Public support percentage from 2010 Schedule A, Part II, line 14	15	%
16a 33 1/3% support test—2011. If the organization did not check the box on line 13, and line 14 is 33 1/3% or more, check this box and stop here. The organization qualifies as a publicly supported organization <input checked="" type="checkbox"/>		
b 33 1/3% support test—2010. If the organization did not check a box on line 13 or 16a, and line 15 is 33 1/3% or more, check this box and stop here. The organization qualifies as a publicly supported organization <input type="checkbox"/>		
17a 10%-facts-and-circumstances test—2011. If the organization did not check a box on line 13, 16a, or 16b, and line 14 is 10% or more, and if the organization meets the "facts-and-circumstances" test, check this box and stop here. Explain in Part IV how the organization meets the "facts-and-circumstances" test The organization qualifies as a publicly supported organization <input type="checkbox"/>		
b 10%-facts-and-circumstances test—2010. If the organization did not check a box on line 13, 16a, 16b, or 17a, and line 15 is 10% or more, and if the organization meets the "facts-and-circumstances" test, check this box and stop here. Explain in Part IV how the organization meets the "facts-and-circumstances" test The organization qualifies as a publicly supported organization <input type="checkbox"/>		
18 Private foundation. If the organization did not check a box on line 13, 16a, 16b, 17a, or 17b, check this box and see instructions <input type="checkbox"/>		

Part III Support Schedule for Organizations Described in Section 509(a)(2)

(Complete only if you checked the box on line 9 of Part I or if the organization failed to qualify under Part II
If the organization fails to qualify under the tests listed below, please complete Part II.)

Section A. Public Support

Calendar year (or fiscal year beginning in) ►	(a) 2007	(b) 2008	(c) 2009	(d) 2010	(e) 2011	(f) Total
1 Gifts, grants, contributions, and membership fees received (Do not include any "unusual grants.")						
2 Gross receipts from admissions, merchandise sold or services performed, or facilities furnished in any activity that is related to the organization's tax-exempt purpose						
3 Gross receipts from activities that are not an unrelated trade or business under section 513						
4 Tax revenues levied for the organization's benefit and either paid to or expended on its behalf						
5 The value of services or facilities furnished by a governmental unit to the organization without charge						
6 Total. Add lines 1 through 5						
7a Amounts included on lines 1, 2, and 3 received from disqualified persons						
b Amounts included on lines 2 and 3 received from other than disqualified persons that exceed the greater of \$5,000 or 1% of the amount on line 13 for the year						
c Add lines 7a and 7b						
8 Public support (Subtract line 7c from line 6)						

Section B. Total Support

Calendar year (or fiscal year beginning in) ►	(a) 2007	(b) 2008	(c) 2009	(d) 2010	(e) 2011	(f) Total
9 Amounts from line 6						
10a Gross income from interest, dividends, payments received on securities loans, rents, royalties and income from similar sources						
b Unrelated business taxable income (less section 511 taxes) from businesses acquired after June 30, 1975						
c Add lines 10a and 10b						
11 Net income from unrelated business activities not included in line 10b, whether or not the business is regularly carried on						
12 Other income Do not include gain or loss from the sale of capital assets (Explain in Part IV)						
13 Total support. (Add lines 9, 10c, 11, and 12)						

14 First five years. If the Form 990 is for the organization's first, second, third, fourth, or fifth tax year as a section 501(c)(3) organization, check this box and **stop here**

Section C. Computation of Public Support Percentage

15 Public support percentage for 2011 (line 8, column (f) divided by line 13, column (f))	15	%
16 Public support percentage from 2010 Schedule A, Part III, line 15	16	%

Section D. Computation of Investment Income Percentage

17 Investment income percentage for 2011 (line 10c, column (f) divided by line 13, column (f))	17	%
18 Investment income percentage from 2010 Schedule A, Part III, line 17	18	%

19a 33 1/3% support tests—2011. If the organization did not check the box on line 14, and line 15 is more than 33 1/3%, and line 17 is not more than 33 1/3%, check this box and **stop here**. The organization qualifies as a publicly supported organization

b 33 1/3% support tests—2010. If the organization did not check a box on line 14 or line 19a, and line 16 is more than 33 1/3%, and line 18 is not more than 33 1/3%, check this box and **stop here**. The organization qualifies as a publicly supported organization

20 Private foundation. If the organization did not check a box on line 14, 19a, or 19b, check this box and see instructions

Part IV . **Supplemental Information.** Complete this part to provide the explanations required by Part II, line 10, Part II, line 17a or 17b; and Part III, line 12. Also complete this part for any additional information. (See instructions).

SCHEDULE O
(Form 990 or 990-EZ)

Department of the Treasury
Internal Revenue Service

Name of the organization

Supplemental Information to Form 990 or 990-EZ

Complete to provide information for responses to specific questions on
Form 990 or 990-EZ or to provide any additional information.

▶ Attach to Form 990 or 990-EZ.

OMB No 1545-0047

2011

Open to Public
Inspection

DOR-TRAN INC DBA DOOR-TRAN

Employer identification number

26-4243933

FORM 990-EZ, PART I, LINE 10 - GRANTS/SIMILAR AMTS PAID TO INDIVIDUALS

RELATIONSHIP TO ORG CLASS OF ACTIVITY DATE OF GIFT DESC. OF PROPERTY

CASH CONTRIB. NONCASH CONTRIB. BOOK VALUE BV EXPL. FMV EXPL.

\$ 24,788 \$ 0 \$ 0

FORM 990-EZ, PART I, LINE 16 - OTHER EXPENSES

DESCRIPTION AMOUNT

EXPENSES

ADVERTISING	\$ 2,740
COMPUTER/COMMUNICATIONS	\$ 2,833
INTERNET/WEBSITE	\$ 487
TRAVEL AND MEALS	\$ 2,454
CONFERENCE, CONVENTION, MTGS	\$ 625
INSURANCE	\$ 856
DUES, SUBSCRIPTIONS, BOOK	\$ 285
VOLUNTEER RECOGNITION	\$ 51
NON-INVESTMENT DEPRECIATION	\$ 213
TOTAL	\$ 10,544

FORM 990-EZ, PART II, LINE 24 - OTHER ASSETS

DESCRIPTION	BEG. OF YEAR	END OF YEAR
ACCOUNTS RECEIVABLE	\$ 0	\$ 22,194
U-SHAPED DESK	\$ 0	\$ 1,488
LESS ACCUMULATED DEPRECIATION	\$ 0	\$ 213

Name of the organization

DOR-TRAN INC DBA DOOR-TRAN

Employer identification number

26-4243933

TOTAL \$	0 \$	23,469
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FORM 990-EZ, PART II, LINE 26 - OTHER LIABILITIES

DESCRIPTION	BEG. OF YEAR	END OF YEAR
ACCOUNTS PAYABLE AND ACCRUED EXPENSES	\$ 0	\$ 7,120
DEFERRED REVENUE	\$ 0	\$ 8,434

FORM 990-EZ, PART III - PRIMARY EXEMPT PURPOSE

DOR-TRAN, INC. DBA DOOR-TRAN IS A CREATIVE COMMUNITY NETWORK DEDICATED TO CONNECTING PEOPLE TO TRANSPORTATION SERVICES THAT ARE AFFORDABLE, AVAILABLE AND ACCESSIBLE. DOOR-TRAN OFFERS INFORMATION AND REFERRAL SERVICES VIA PHONE, WEBSITE AND IN PUBLICATION OF AN ANNUAL TRANSPORTATION RESOURCE GUIDE.

DOOR-TRAN ALSO PROVIDES CARE POOL MATCHING SERVICES BASED ON INDIVIDUAL NEEDS TO HELP SUCH INDIVIDUALS SAVE ECONOMICALLY AND ENVIRONMENTALLY. IT PROVIDES ONGOING COORDINATION ACTIVITIES AMONGST GOVERNMENT, NON-PROFIT AND FOR-PROFIT PROVIDERS TO IMPLEMENT AND MAINTAIN SERVICES THROUGHOUT DOOR COUNTY. DOOR-TRAN COLLABORATED WITH THE COUNTY OF DOOR TO IMPLEMENT PUBLIC TRANSIT VIA A SHARED RIDE TAXI WITH CONNECTOR SERVICES COVERING MUCH OF THE COUNTY.

DOOR-TRAN ALSO MAINTAINS A VETERAN VOLUNTEER TRANSPORTATION PROGRAM TO ASSIST VETERANS IN GETTING TO VA CLINICS THROUGHOUT WISCONSIN ON A WEEKLY BASIS. TO MEET REMAINING UNMET TRANSPORTATION NEEDS, DOOR-TRAN IMPLEMENTED AND MAINTAINS A COUNTY-WIDE VOLUNTEER TRANSPORTATION PROGRAM TO PROVIDE AFFORDABLE AND AVAILABLE SERVICES TO ALL RESIDENTS TRAVELING WITHIN AND OUT

Name of the organization

DOR-TRAN INC DBA DOOR-TRAN

Employer identification number

26-4243933

OF THE COUNTY WHEN OTHER PROGRAMS ARE NOT AN OPTION.

FORM 990-EZ, PART III, LINE 28 - FIRST ACCOMPLISHMENT

DOOR-TRAN IS A CREATIVE COMMUNITY NETWORK DEDICATED TO CONNECTING PEOPLE TO TRANSPORTATION SERVICES THAT ARE AFFORDABLE, AVAILABLE, AND ACCESSIBLE.

IN 2011, DOOR-TRAN SERVED OVER 60 VETERANS WHO NEEDED TRANSPORTATION TO AND FROM VETERAN ADMINISTRATION (VA) CLINICS THROUGHOUT WISCONSIN. 165 TRIPS WERE LOGGED AND OVER 280 VOLUNTEER HOURS WERE DONATED TO THE PROGRAM. DOOR-TRAN ALSO MAINTAINED A HALF-PRICE TRAVEL VOUCHER PROGRAM TO ASSIST LOW-INCOME AND INDIVIDUALS WITH DISABILITIES THE OPPORTUNITY TO AFFORD A RIDE VIA THE FOR-PROFIT TAXIS OR ON THE WASHINGTON ISLAND FERRY. OVER 2,600 TRIPS WERE SUBSIDIZED THROUGH DOOR-TRAN FUNDING.

DOOR-TRAN STAFF AND BOARD MEMBERS WORK CONTINUOUSLY ON COORDINATION AND COLLABORATION AMONGST PROVIDERS. TO DATE, THIS COORDINATION HAS RESULTED IN THE FIRST EVER PUBLIC TRANSPORTATION SYSTEM, A SHARED RIDE TAXI, DOOR 2 DOOR RIDES FUNDED BY THE FEDERAL TRANSIT ADMINISTRATION. FUTURE PLANS ARE TO EXPAND THE SYSTEM AND CONNECT IT TO OTHER SERVICE PROVIDERS TO ALLOW FOR A FULL COUNTY-WIDE SYSTEM.

FORM 990-EZ, PART V, LINE 34 - CHANGES TO ORGANIZATIONAL DOCUMENTS
OPERATIONS PREVIOUSLY CAME UNDER THE UMBRELLA OF UNITED WAY OF DOOR COUNTY, INC. 2011 IS THE FIRST YEAR OF INDEPENDENT OPERATIONS AND THE FIRST YEAR FOR WHICH A FORM 990 WILL BE FILED. THEREFORE, COPIES OF THE ARTICLES OF INCORPORATION AND BYLAWS ARE ENCLOSED HEREWITH.

Depreciation and Amortization
(Including Information on Listed Property)

▶ See separate instructions.

▶ Attach to your tax return.

Name(s) shown on return

DOR-TRAN INC DBA DOOR-TRAN

Identifying number

26-4243933

Business or activity to which this form relates

INDIRECT DEPRECIATION

Part I Election To Expense Certain Property Under Section 179

Note: If you have any listed property, complete Part V before you complete Part I.

1	Maximum amount (see instructions)	1	500,000
2	Total cost of section 179 property placed in service (see instructions)	2	
3	Threshold cost of section 179 property before reduction in limitation (see instructions)	3	2,000,000
4	Reduction in limitation Subtract line 3 from line 2. If zero or less, enter -0-	4	
5	Dollar limitation for tax year Subtract line 4 from line 1. If zero or less, enter -0- If married filing separately, see instructions	5	
6	(a) Description of property	(b) Cost (business use only)	(c) Elected cost
7	Listed property Enter the amount from line 29	7	
8	Total elected cost of section 179 property Add amounts in column (c), lines 6 and 7	8	
9	Tentative deduction Enter the smaller of line 5 or line 8	9	
10	Carryover of disallowed deduction from line 13 of your 2010 Form 4562	10	
11	Business income limitation Enter the smaller of business income (not less than zero) or line 5 (see instructions)	11	
12	Section 179 expense deduction Add lines 9 and 10, but do not enter more than line 11	12	
13	Carryover of disallowed deduction to 2012 Add lines 9 and 10, less line 12	▶ 13	

Note: Do not use Part II or Part III below for listed property. Instead, use Part V

Part II Special Depreciation Allowance and Other Depreciation (Do not include listed property.) (See instructions)

14	Special depreciation allowance for qualified property (other than listed property) placed in service during the tax year (see instructions)	14	
15	Property subject to section 168(f)(1) election	15	
16	Other depreciation (including ACRS)	16	213

Part III MACRS Depreciation (Do not include listed property.) (See instructions.)

Section A

17	MACRS deductions for assets placed in service in tax years beginning before 2011	17	0
18	If you are electing to group any assets placed in service during the tax year into one or more general asset accounts, check here <input type="checkbox"/>		

Section B—Assets Placed in Service During 2011 Tax Year Using the General Depreciation System

(a) Classification of property	(b) Month and year placed in service	(c) Basis for depreciation (business/investment use only—see instructions)	(d) Recovery period	(e) Convention	(f) Method	(g) Depreciation deduction
19a 3-year property						
b 5-year property						
c 7-year property						
d 10-year property						
e 15-year property						
f 20-year property						
g 25-year property			25 yrs		S/L	
h Residential rental property			27 5 yrs	MM	S/L	
			27 5 yrs	MM	S/L	
i Nonresidential real property			39 yrs	MM	S/L	
				MM	S/L	

Section C—Assets Placed in Service During 2011 Tax Year Using the Alternative Depreciation System

20a Class life					S/L	
b 12-year			12 yrs		S/L	
c 40-year			40 yrs	MM	S/L	

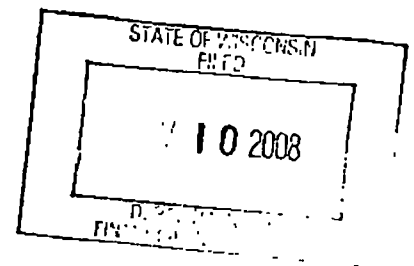
Part IV Summary (See instructions.)

21	Listed property Enter amount from line 28	21	
22	Total. Add amounts from line 12, lines 14 through 17, lines 19 and 20 in column (g), and line 21. Enter here and on the appropriate lines of your return Partnerships and S corporations—see instructions	22	213
23	For assets shown above and placed in service during the current year, enter the portion of the basis attributable to section 263A costs	23	

For Paperwork Reduction Act Notice, see separate instructions.

2008-10-13 10:35

**ARTICLES OF INCORPORATION
OF
DOR-TRAN, INC.**



Executed by the undersigned for the purpose of forming a Wisconsin nonstock corporation under Ch. 181 of the Wisconsin Statutes, repealed and recreated by 1997 Wisconsin Act 79:

ARTICLE I

Name of Corporation

The name of the nonstock corporation shall be **DOR-TRAN, INC.**

ARTICLE II

Legal Authorization

The corporation is organized under Chapter 181 of the Wisconsin Statutes.

ARTICLE III

Initial Registered Agent

The initial registered agent is Bret N. Bicoy.

ARTICLE IV

Address of Initial Registered Agent

The address of the initial registered agent is:

228 North Third Avenue
P.O. Box 802
Sturgeon Bay, WI 54235
(920) 746-1786

ARTICLE V

Initial Principal Office

1
WI - DFI CORP
FILE ID# ➔

D043593

The address of the initial principal office is:

1300 Egg Harbor Road, Suite 124
Sturgeon Bay, WI 54235

ARTICLE VI

Members of the Corporation

The corporation will not have members.

ARTICLE VII

Initial Directors

The names and addresses of the initial directors are:

John Herlache	5258 Buffalo Ridge Trail, Sturgeon Bay, WI 54235
Paul Kok	4323 Park Shores Drive, Sturgeon Bay, WI 54235
Amy Kohnle	57 N. Third Avenue, Lower Level, P.O. Box 223, Sturgeon Bay, WI 54235
Bret Bicoy	228 N. Third Avenue, P.O. Box 820, Sturgeon Bay, WI 54235

ARTICLE VIII

Purpose

The corporation is organized exclusively for charitable, educational, religious, or scientific purposes within the meaning of Section 501(c)(3) of the Internal Revenue Code of 1986, as now enacted or hereafter amended, including, for such purposes, to design and implement a self-sustaining accessible and affordable transportation system for Door County, Wisconsin.

ARTICLE IX

Limitations

At all times the following shall operate as conditions restricting and limiting the operations and activities of the corporation:

A. No part of the net earnings of the corporation shall inure to any private entity or individual not qualifying as exempt under Section 501(c)(3) of the Internal Revenue Code of 1986, as now enacted or hereafter amended, nor to any Director or officer of the corporation, nor to any other private persons, excepting solely such reasonable compensation that the corporation shall pay for services actually rendered to the corporation, or allowed by the corporation as a reasonable allowance for authorized expenditures incurred on behalf of the corporation.

B. No substantial part of the activities of the corporation shall constitute the carrying on of propaganda or otherwise attempting to influence legislation, or any initiative or referendum before the public, and the corporation shall not participate in, or intervene in any political campaign on behalf of, or in opposition to, any candidate for public office.

C. Notwithstanding any other provision of these articles, the corporation shall not carry on any other activities not permitted to be carried on by a corporation exempt from federal income tax under Section 501(c)(3) of the Internal Revenue Code of 1986, as now enacted or hereafter amended.

D. The corporation shall not lend any of its assets to any officer or director of the corporation or guarantee to any person the payment of a loan by an officer or director of the corporation.

ARTICLE X

Dissolution

In the event of a dissolution of the corporation, the Board of Directors shall, after paying or making provisions for the payment of all debts, obligations, liabilities, costs and expenses of the corporation, dispose of all assets of the corporation exclusively for one or more exempt purposes within the meaning of section 501(c)(3) of the Internal Revenue Code, as now enacted or hereafter amended. Any such assets not so disposed of shall be disposed of by the Circuit Court for Door County, Wisconsin, exclusively for such purposes or to such organization or organizations, as said Court shall determine, which are organized and operated exclusively for such purposes.

ARTICLE XI

Corporate Seal

This nonstock, non-profit corporation shall have no corporate seal.

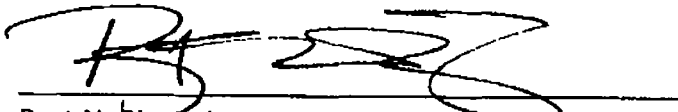
ARTICLE XII

Incorporator

The name and address of the Incorporator of this corporation is:

Bret N. Bicoy
228 North Third Avenue
P.O. Box 820
Sturgeon Bay, WI 54235
(920) 746-1786

The undersigned incorporator certifies that he executes these Articles for the purposes herein stated.


Bret N. Bicoy, Incorporator

This document was drafted by:

Bret N. Bicoy
228 North Third Avenue
P.O. Box 802
Sturgeon Bay, WI 54235
(920) 746-1786

BYLAWS

OF

**DOR-TRAN INC.
dba DOOR-TRAN**

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BYLAWS

Dor-Tran, Inc. doing business as Door-Tran

ARTICLE I Purpose

1.01 Purpose

Dor-Tran, Inc., hereinafter referred to as Door-Tran, is organized exclusively for charitable, educational, religious, or scientific purposes within the meaning of Section 501(c)(3) of the Internal Revenue Code of 1986, as now enacted or hereafter amended, including, for such purposes, to design and implement a self-sustaining accessible and affordable transportation system for Door County, Wisconsin.

1.02 Mission

Door-Tran is a creative community network dedicated to connecting people to transportation services that are affordable, available, and accessible.

1.03 Vision

The vision of the corporation is of a community where:

- Affordable and accessible transportation service is available
- Transportation service is available 24 hours a day, seven days a week
- There will be the ability to pre-schedule travel needs
- There will be flexible same day travel available
- Freedom of choice in selecting a transportation provider will be provided
- Increased quality and effectiveness of transportation systems will be attained

ARTICLE II GENERAL

2.01 Name: The name of this corporation is Dor-Tran Inc., doing business as Door-Tran.

2.02 Principal and Business Office: The principal and business office of the Corporation is located at the Door County Job Center, 1300 Egg Harbor Road, Suite 124, City of Sturgeon Bay, County of Door, State of Wisconsin, 54235.

2.03 Registered Agent: The registered agent is the Board President.

2.04 Registered Office: The registered office of the Corporation is 1300 Egg Harbor Road, Suite 124, Sturgeon Bay, Wisconsin, 54235. The address of the registered office may be changed by the Door-Tran Board of Directors.

- 2.05 Statutory Reference: This Corporation is organized under the Internal Revenue Service in November 2009 EIN #26-4243933. The Corporation is qualified as a non-profit corporation under Section 501(c) (3) of the Internal Revenue Code.

ARTICLE III BOARD OF DIRECTORS

- 3.01 Purpose: The business and affairs of the Corporation shall be managed by the Board of Directors in a manner consistent with the purposes, objectives, philosophy and limitations set forth by the Articles of Incorporation and these Bylaws.
- 3.02 Responsibilities and Authority: The Board of Directors shall have the following responsibilities and authority:
- 3.021 Promote all efforts of Door-Tran.
 - 3.022 Attend and participate in monthly Board and quarterly Consortium meetings.
 - 3.023 Elect Door-Tran officers (president, vice-president, secretary, treasurer).
 - 3.024 Ensure fiscal stability and approve any and all financial transactions of Door-Tran.
 - 3.025 Prepare and approve policies and contracts for Door-Tran.
 - 3.026 Provide oversight and assistance to contracted and/or employed Door-Tran staff.
 - 3.027 Ensure that appropriate contractual relationships are established and maintained.
 - 3.028 Provide ongoing communication of Door-Tran activities to Consortium members.
 - 3.029 Provide long-range planning for Door-Tran.
- 3.03 Board Member Requirements:
- 3.031 Qualifications: Board members shall have individually, as basic personal qualifications, intelligence, integrity, competence, good moral character, and an interest in and knowledge of Door-Tran its purposes and operations. An effort is to be made to have diverse segments of Door County represented in the makeup of the Board of Directors. All Officers of the Corporation shall be members of the Board of Directors. The President of the Board of the preceding year shall continue the year following presidency as a member of the Board of Directors to provide continuity and counsel. The Mobility Manager(s) of Door-Tran shall not be a voting member of the Board of Directors.
 - 3.032 Commitment: Board of Directors members shall have a willingness and availability to actively participate and serve, including a commitment of

attendance at monthly meetings of the Board. Board of Directors members are also expected to attend any additional meetings of the Board and committee(s) on which they serve.

- 3.04 Number of Directors: The number of voting adult members of the Board, including Board of Directors members who are Officers and the Past President, shall be no fewer than seven (7) and no more than twelve (12).
- 3.05 Tenure: Board members shall hold office for a term of three (3) years. Board members have the option to serve a second three (3) year term. Additional terms may be served with one year off following the completion of two terms. The past-president may be exempted from this condition for one year. The one-year layoff for a board member may be waived by a two-thirds majority vote by the board.
- 3.06 Vacancies: Vacancies occurring among board members shall be filled by the Board for the remainder of the unexpired term.
- 3.07 Elections: Board and Consortium members, shall provide qualified nominees to fill vacancies. The nominations shall then be reviewed and voted on by the Board. A slate of nominees, approved by the Board, shall be presented at the annual board meeting. The new Board members shall then be elected from the nominees by a majority vote of the Board of Directors. If there are more nominees than vacant positions, the vote shall be conducted by ballot. If there is only the number of nominees to fill the vacant positions, a voice vote will be sufficient.
- 3.08 Resignation and Removal: A Board member may resign at any time by submitting a written resignation to the President. Any Board member may be removed from office at any time by a majority vote of a quorum of the Board of Directors at a meeting called for that purpose and whenever, in the judgment of the Board, the best interest of the Corporation will be served thereby.
- 3.09 Meetings: The Board will normally meet monthly. Additional meetings, as required, may be called by the President of the Board with no less than a two (2) day notice. The annual meeting of the Board of Directors shall be held in April of each year
- 3.10 Quorum: A majority of the total number of Board members shall constitute a quorum for transactions of business at any meeting of the Board of Directors.
- 3.11 Voting: Each Board member shall be entitled to cast one (1) vote on each matter submitted to a vote at any meeting of the Board. Proxy votes are not permitted. The act of a majority of the Board present in person at any meeting of the Board in which a quorum is present shall constitute action by the Board.
- 3.12 Indemnification: To the extent allowable under Wisconsin law, and unless otherwise provided in the Articles of Incorporation, the Corporation shall

indemnify any individual made a party to a proceeding because he or she is or was a board member, Officer, employee or volunteer of the Corporation; or the executor, administrator or other legal representative of any such board member, Officer, employee or volunteer of the Corporation (hereinafter referred to as an "Eligible Person"), against any liability incurred in the proceeding, if such indemnification is determined permissible under all subsections in this Section 12 of Article 3.

3.121 The Corporation shall indemnify an Eligible Person under this Section 1 unless a determination has been made that such person is ineligible to receive indemnification under the standards set forth in the Subsection 3.121 below or the indemnification sought is not permitted under subdivision iii below. The determination that such person is not eligible under the standards of Subsection 3.121 shall be made:

3.1211 By the Board of Directors by majority vote of a quorum consisting of directors not at the time parties to the proceeding;

3.1212 If a quorum cannot be obtained under subdivision (i), by a majority vote of a committee duly designated by the Board of Directors (in which designation, the Board members who are parties may participate) and consisting solely of three or more directors not at the time parties to the proceeding; or

3.1213 By special legal counsel selected by the Board of Directors or its committee in the manner provided in subdivision (i) or (ii), by a majority vote of the full Board of Directors (in which selection Board members who are parties may participate).

3.122 The Corporation shall not indemnify an Eligible Person under the Section 3.12 if: (i) an action, suit or proceeding shall be prosecuted against such person or against his or her executor, administrator or other legal representative to final determination and it shall be finally adjudged in such action, suit or proceeding that such person is liable for gross negligence or such person has knowingly and willfully acted in a manner contrary to the best interests of the Corporation; or (ii) such action, suit or proceeding shall be settled or otherwise terminated as against such person or his executor, administrator or legal representative without final determination on the merits and it shall subsequently be determined that such person was liable for gross negligence or such person has knowingly and willfully acted in a manner contrary to the best interests of the Corporation as charged in such action, suit or proceeding, as determined in the same manner as set forth in Subsection 3.121 above.

3.13 Limitation: The foregoing right of indemnification shall not extend to the defense of a claim, action, suit or proceeding resulting from a claim of malpractice or other negligence against an Eligible Person in his or her individual capacity arising out of the rendering of professional services or any proceeding involving the employment or professional status, rights, or privileges of the Eligible Person within the Corporation.

- 3.14 Other Indemnifications: The Corporation shall have the power to make any other indemnification that shall be authorized by resolution adopted by the Board of Directors at a meeting after notice specifying the purpose of said meeting.
- 3.15 Nonexclusivity: The foregoing rights of indemnification shall not be exclusive of any other rights which any Eligible person shall be entitled as a matter of law or that may be lawfully granted to him or her and the indemnification granted under this Article II by the Corporation shall be in addition to, and not in restriction or limitation of, any other privilege or power that the Corporation may lawfully exercise with respect to the indemnification or reimbursement of an Eligible Person.

ARTICLE IV OFFICERS/EXECUTIVE COMMITTEE

- 4.01 Purpose: The Officers of the Corporation shall be the President, Vice President, Secretary and Treasurer, and shall, in general, perform such duties usually pertaining to their respective positions in civil corporations. The Officers will act as the Executive Committee. The Executive Committee provides management flexibility and allows management and business decisions of the Corporation to be made without the requirement of a meeting of the full Board of Directors.
- 4.02 Responsibilities and Authority: All Officers are members of the Board of Directors and each may cast one (1) vote on each matter voted on by the Board.
- 4.03 All Officers receive no compensation for their services.
- 4.031 All Officers shall perform the duties usually pertaining to their respective offices in civil corporations and such other duties as prescribed by the Articles of Incorporation and Amended Bylaws.
- 4.032 The President shall preside at all meetings of the Board of Directors and the Executive Committee. The President provides overall leadership and guidance to the Board and may determine the order of business at Board meetings.
- 4.033 The Vice President, in the absence of the President, shall perform the duties of the President. In the absence of both abovementioned officers, the Treasurer shall assume the president's duties, and then the Secretary.
- 4.04 The Executive Committee may, upon the call of the President, exercise between regular meetings of the full Board of Directors, all the powers of the Board for management of the business of the Corporation excepting the power to fill vacancies, approve budgets, authorize unbudgeted monetary expenditures, amend Articles of Incorporation and these Bylaws, or other actions prohibited by law. The Executive Committee has the following specific duties:
- 4.041 Review the annual operating budget prepared by the Treasurer. Present the annual operating budget to the Board of Directors for approval.
- 4.042 Annually review the performance, salary, and position description of the Mobility Manager(s). Provide recommendations on performance, salary,

and position description to the Board of Directors. The Mobility Manager(s) may regularly participate in meetings of the Executive Committee. The Mobility Manger(s) however do not exercise a vote in the committee.

4.043 A quorum of the committee shall be a majority of total committee members and action taken by the majority vote of a quorum of committee members shall constitute action by the committee. Each member of the committee shall cast one (1) vote on each matter submitted to a vote.

4.044 The Executive Committee shall report any items of action at the next meeting of the full Board of Directors.

4.045 The Executive Committee shall provide ongoing communication of Door-Tran activities to Consortium members.

4.05 Officer Requirements:

4.051 Qualifications: Executive Committee members shall be a member of the Board of Directors. The President should have the leadership, managerial, and speaking abilities necessary to perform his duties. The Vice President should have similar qualifications to the President. The Secretary and Treasurer shall have some related expertise or past experience to perform in their respective areas. All Officers, when serving as Officers, will be members of the Board of Directors. The President, in the year following his term as President, shall serve as a member of the Board of Directors to provide continuity and counsel.

4.052 Commitment: Officers should meet the commitment requirements of members of the Board of Directors, in particular a desire and ability to actively participate and serve Door-Tran.

4.053 Tenure: Each Officer shall serve a term of two (2) years and until his/her successor is elected. Vacancies among Officers occurring during the year shall be filled by the Board for the unexpired term. The time spent while serving, as Officers will also count as time served on the three year Board of Directors tenure.

4.06 Elections: Officers whose terms expire shall be elected at the next Board meeting following the annual meeting, by a majority vote of a quorum of the Board of Directors.

4.07 Resignation and Removal: An Officer may resign at any time by submitting a written resignation to the President of the Board. Any Officer may be removed from office at any time by a majority vote of a quorum of the Board at a meeting called for that purpose and when, in the judgment of the Board, the best interest of the Corporation will be served thereby.

ARTICLE V MOBILITY MANAGER(S)

- 5.01 Purpose: The Mobility Manager(s) of Door-Tran conducts the day-to-day operations of the Corporation including general administration and management.
- 5.02 Responsibilities and Authority: The Mobility Manager(s) is responsible for the day-to-day operation of the Corporation under the direction of the Board of Directors and the President. The Mobility Manager(s) also provides oversight of all staff employed by the agency.

ARTICLE VI CONSORTIUM

- 6.01 Purpose: The Consortium is comprised of representatives from government agencies, private not-for-profit agencies, and for-profit agencies, and other entities, whose purpose is to advise Door-Tran towards meeting its purpose, mission and vision.
- 6.02 Responsibilities and Authority:
- 6.02-1 Promote all efforts of Door-Tran set forth by the Board of Directors.
 - 6.02-2 Participate in committees that may be defined by the Board of Directors.
 - 6.02-3 Provide counsel to the Board of Directors.
 - 6.02-5 Advise on Door-Tran policies as developed by the Board of Directors.
 - 6.02-6 Assist in maintaining the fiscal stability of Door-Tran.
 - 6.02-7 Attend and participate in quarterly meetings of the Consortium.
 - 6.02-8 Advocate for the expansion of the Consortium by recruiting new members and retaining current members.
 - 6.02-9 Organizations can be represented by more than one individual but shall have only one (1) vote for official actions. Associate members may participate but shall have no vote on official actions.

ARTICLE VII COMMITTEES

- 7.01 Standing Committees: The standing committees of the Corporation shall be: Communication/Marketing, Grant Writing, Fundraising, Voucher Services, and Research.
- 7.02 Ad hoc Committees: The President of the Board may, from time to time, and subject to Board approval, appoint other committees as may be necessary to carry out the purposes of the Corporation. Such committees shall serve as long as the purpose for which they were created exists or until dissolved by the President of the Board.

- 7.03 Committee Chairs: Recommendations and approval for Committee Chairs shall be made by the Board.
- 7.04 Committee Members: Members of the committee will consist of volunteers of the Board and Consortium. The President of the Board may designate members as needed.
- 7.05 Tenure: There is no specified maximum length of service on a committee or as a Committee Chair.
- 7.06 Meetings: Meetings of standing or ad hoc committees may be called by the Chair of the committee, the President, Mobility Manager(s) or the Board. Each committee shall meet as often as necessary to perform its duties.
- 7.07 Rules: Each committee may adopt rules as necessary for its governance, not inconsistent with these Bylaws.
- 7.08 Descriptions of Standing Committees: The following provides descriptions of the Standing Committees:
- 7.081 Communication/Marketing Committees:
- 7.0811 The Communication/Marketing Committee is responsible for the planning, organizing, staffing, directing and the written evaluation of special events involving Door-Tran.
- 7.0812 The Communication/Marketing Committee is responsible for reporting to the Committee Chair.
- 7.0813 The purpose of the Communication/Marketing Committee is to recruit members for the Consortium, develop communication tools for consortium members and marketing plans, recruit writers for regular articles and Public Service Announcements for media.
- 7.082 Grant Writing Committee:
- 7.0821 The Grant Writing Committee is responsible for researching and identifying grants available to Door-Tran. After finding possible grant opportunities, the committee shall forward the grants to the Mobility Manager(s) for further review. The committee is also to review any possible grant opportunities brought forth by the Mobility Manager(s) at committee meetings.
- 7.0822 Committee members will participate in writing, review and approval of grant applications. Other board members may also be involved with grant-writing.
- 7.083 Research Committee:
- 7.0831 The Research Committee is responsible to identify federal, state and local policies related to transportation.

7.0832 Committee Members will also assist the Mobility Manager(s) on research tasks requested by the Board of Directors.

7.084 Fundraising Committee:

7.0841 The Fundraising Committee is responsible for raising funds to support Door-Tran and its operations through writing local foundations for monetary support, hosting special events, and planning fundraising events.

7.085 Voucher Services Committee:

7.0851 The Voucher Services Committee is responsible for the maintenance of the Policy and Procedure Handbook for the voucher program; distribute, accept, and track Provider Agreements and Partner Agency/Business Agreements; market and raise awareness of the voucher program; and maintain the voucher program.

ARTICLE VIII FINANCES

- 8.01 Treasurer: The Treasurer shall have custody of and responsibility for all funds of the corporation. Further the Treasurer shall keep or cause to be kept full and accurate accounts of receipts and disbursements in books, belonging to the corporation. The Treasurer shall oversee that all moneys are deposited in the name and to the credit of the corporation in local FDIC insured financial institutions, with the exception of accounts approved by the Board. He/she shall oversee the disbursement of funds of the corporation as may be ordered by the Board of Directors and shall render to the Board at the monthly meetings of the Board, or whenever they may require it, an account of all transactions and of the financial condition of the corporation. The Mobility Manager(s), in accordance with his/her Position Description, shall assist the Treasurer in these responsibilities.
- 8.02 Checks: All checks of this corporation shall require dual signatures, and be signed by the Mobility Manager(s), Treasurer, or other Officers of the Board as designated.
- 8.03 Bonding of Persons Handling Funds: Those persons having custody of funds, being responsible for collection of funds, and having authority to sign checks for payment of funds shall be bonded with approved surety for the faithful performance of their duties, in such amounts as shall be fixed by the Board of Directors, cost of such bond shall be borne by the corporation. Those persons to be bonded shall include the Treasurer, Mobility Manager(s), and others involved in handling of funds as may be designated by the Board.

ARTICLE IX

POLICY STATEMENTS

- 9.01 Every three years the Board of Directors will review all existing policy statements. At any time the Board may decide on implementing a new policy to guide actions of the corporation. All policies will be issued in the form of a Policy Statement. Policy Statements will be a set of guidelines separate from the organization's By-laws or Articles of Incorporation.
- 9.02 Policy Statements should be:
- 9.021 in writing.
 - 9.022 numbered sequentially and dated.
 - 9.023 in the form "Subject/Policy/Background."
 - 9.024 maintained in a Policy Statement file by the Mobility Manager(s).
 - 9.025 reviewed every three years by the Board to determine continued applicability.

ARTICLE X CONFLICT OF INTEREST

1. 10.01 Generally, a conflict of interest may occur if an interest or activity influences or appears to influence the ability of an individual to exercise objectivity or impairs the board member's ability to perform his or her responsibilities in the best interests of Door-Tran. An individual is considered to have a potential conflict of interest when:
 - 10.011 He or she or any member of his or her family, including his or her spouse, domestic partner, parents, siblings, children, and any other relative who resides in the same household may receive a financial or other significant benefit as a result of the individual's position within the organization;
 - 10.012 The individual has the opportunity to influence Door-Tran's granting, business, administrative, or other material decisions in a manner that leads to personal gain or advantage; or
 - 10.013 The individual has an existing or potential financial or other significant interest, which impairs or might appear to impair the individual's independence in the discharge of their responsibilities to Door-Tran.
 - 10.014 A variety of situations, affiliations, and relationships may create potential conflicts of interest. When deciding what kind of relationships should be disclosed, consider the situation from the perspective of an outsider and whether the relationship is of such a nature that it could raise an allegation of an apparent or actual conflict of interest, and then err on the side of transparency, as disclosure helps to alleviate or avoid future misunderstandings.
- 10.02 In the course of meetings or activities, the board member as defined in Section 10.01 above will disclose any interest in a transaction or decision when that

member (including her/his business or other non-profit affiliations), his/her family and/or significant other, employer, or close associates will receive a benefit or gain. After disclosure, the board member understands that he/she may be permitted to participate in the discussion, but will not be permitted to vote on the question, and will have the option to leave the room for the vote and/or discussion if she/he so desires.

- 10.03 Any board member who perceives another board member to be defined in Section 10.01 above shall declare such a conflict of interest. The board shall vote on the declaration. Affirmation will require the board member to refrain from voting on any matter which would directly affect any business with that organization, and/or leave the room during discussion and vote.

ARTICLE XI GENERAL PROVISIONS

- 11.01 These Bylaws, once approved, shall supersede all previous Bylaws of the Corporation.
- 11.02 The Board of Directors shall have the right to amend, alter, change, add to, or repeal any provisions contained in the Articles of Incorporation and these Bylaws providing that any such changes shall be consistent with the laws of this state which define, limit, or regulate the powers of this corporation or the members of this corporation.
- 11.03 The Board of Directors may take such action described in Article 11.02 above when such action is approved in accordance with these Bylaws, and by a two-thirds vote of a quorum of the Board members at a meeting called for such purpose.
- 11.04 Fiscal Year: The fiscal year of this Corporation shall begin on January 1 and end on December 31.
- 11.05 Parliamentary Authority: In the event of situations not specifically covered in these Bylaws, this organization will be governed by Robert's Rules of Order Newly Revised.
- 11.06 Gender: Any word or reference contained in these Bylaws, which implies one gender, shall also be applied to the other gender.

ARTICLE XII LIMITATIONS ON ACTIVITIES

- 12.01 Benefit to Board members, Officers or Consortium members: No part of the net earnings of the Corporation shall inure to the benefit of, or be distributed to, a member or officer of the Corporation or any other private individual except that reasonable compensation may be paid for services rendered to or for the Corporation effecting one or more of its purposes. No member or officer of the Corporation, or any other private individual, shall be entitled to share in the distribution of any of the corporate assets on dissolution of the Corporation.

However, the Corporation may confer benefits in the form of distributions in dissolution or otherwise, upon any non-profit corporation described in Section 501(c)3 and Section 170(c)2 of the Internal Revenue Code and as specified in Section 13.03 below.

- 12.02 Activities not Permitted: Notwithstanding any other provisions of these Bylaws, the Corporation shall not conduct or carry on any activities not permitted to be conducted or carried on by an organization exempt from taxation under Section 501(c)3 of the Code, or by an organization to which contributions are deductible under Section 170(c)2 of the Code. No substantial part of the activities of the Corporation shall be carrying on the propaganda or otherwise attempting to influence legislation, and the Corporation shall not participate in or intervene in any political campaign (including publication or distribution of statements) on behalf of any candidate for public office.
- 12.03 Distribution of Assets Upon Dissolution: Upon the dissolution of the Corporation, the Board of Directors shall, after paying or making provisions for the payment of all liabilities of the Corporation from the residual assets of the Corporation, distribute all remaining residual assets of the Corporation to such organization or organizations organized and operated exclusively for the charitable, educational, religious, or scientific purposes which, at the time of such distribution, qualify as an exempt organization or organizations under Section 501(c)3, Section 170(c)2, and Section 509(a)1 or 2 of the Internal Revenue Code by reason of such organization or organizations providing health related services, or to the federal, state or local government for exclusive public purposes. Any assets not so disposed shall be disposed of by an order of a court of competent jurisdiction exclusively for such charitable purposes, or to such organization or organizations organized and operated exclusively for such charitable purposes, as said court order shall provide.

ADOPTION

These Bylaws were duly adopted by the affirmative, unanimous vote of the Board of Directors of Dor-Tran Inc., dba Door-Tran during a meeting on January 20, 2011, at which there was a quorum.

Shireen Dachelet, Secretary