

Minutes of the Regular Meeting of the Syracuse Regional Airport Authority September 8, 2017

Pursuant to notice duly given and posted, the regular meeting of the Syracuse Regional Airport Authority was called to order on Friday, September 8, 2017 at 11:33 am in the Syracuse Regional Airport Authority Board Room located in the Syracuse Hancock International Airport by Chair, Mr. Patrick Mannion.

Members Present:

Mr. Patrick Mannion-Chair
Mr. Khalid Bey
Dr. Shiu-Kai Chin
Dr. Donna DeSiato (arrived at 11:52 a.m.)
Mr. Bill Fisher
Mr. Michael Lazar
Mr. Michael Quill
Ms. Beth Rougeux
Mr. Mark Venesky

Members Absent:

Mr. John B. Johnson Jr.
Mr. Bill Simmons

Also Present:

Ms. Christina Callahan
Mr. Trent Amond
Mr. John Carni
Ms. Joanne Clancy
Mr. Dennis Greco
Ms. Cheryl Herzog
Ms. Debi Marshall
Ms. Linda Ryan
Ms. Jennifer Sweetland
Mr. R. John Clark

Roll Call

As noted, all Board members were present, except for Mr. John B. Johnson Jr. and Mr. Bill Simmons.

Reading and Approval of the Minutes

A motion was made by Mr. Quill and seconded by Ms. Rougeux was unanimously approved to accept the minutes from the June 9, 2017 meeting.

The motion was approved: 8 ayes, 0 nays

Old Business

Terminal Project Update

Ms. Callahan informed the Board that she wanted to provide an update on the Terminal Improvement Project. She updated the board regarding traffic patterns, phases and accessibility to the terminal and garage.

Tom Horth and Mike LaMontagne provided a presentation on updated project phases, costs, highlights and details of future milestones. Discussion ensued regarding the media plan, press releases and public communication plan.

Executive Session

Chair Mannion made a motion to go into executive session to discuss a variety of matters pertaining to: (1) proposed, pending or current litigation; (2) the financial, credit and employment history of particular persons or corporations; and (3) a proposed lease of real property by the Authority. The motion was approved by Mr. Venesky and seconded by Mr. Quill. Board members, Ms. Callahan, Mr. Amond, Ms. Clancy and Mr. R. John Clark went into executive session at 11:58 a.m.

The motion was approved: 8 ayes, 0 nays

Executive session ended at 1:25 p.m. No action was taken.

New Business

The Board adjourned from Executive Session with a:

- **Resolution Authorizing the Creation of the Position of Airport Operations Worker for the Syracuse Regional Airport Authority** was moved by Ms. Rougeux and seconded by Mr. Venesky and was unanimously approved. There was no further discussion regarding the resolution. The resolution was adopted: 9 ayes, 0 nays
- **Resolution Authorizing the Creation of the Position of Director of Business Development for the Syracuse Regional Airport Authority** was moved by Dr. Chin and seconded by Ms. Rougeux and was unanimously approved. There was no further discussion regarding the resolution. The resolution was adopted: 9 ayes, 0 nays

- **Resolution Authorizing the Hosting of 2019 Airshow at the Syracuse Hancock International Airport** was moved by Dr. Chin and seconded by Mr. Venesky and was unanimously approved.
Discussion ensued regarding the 2016 Air Show outcome and the plan for demo flying team for 2019 Airshow. There was no further discussion regarding the resolution.
The resolution was adopted: 9 ayes, 0 nays
- **Resolution Authorizing Approval of New Air Service Agreement with Jet Blue Airways** was moved by Mr. Venesky and seconded by Mr. Quill and was unanimously approved.
There was no further discussion regarding the resolution.
The resolution was adopted: 9 ayes, 0 nays

Dr. DeSiato left the meeting.

Management Report

Ms. Callahan informed the Board about various projects, new logo concepts, branding efforts, upcoming meeting dates, special projects updates, concourse and terminal material improvements and the new air service from Jet Blue to Boston starting January 4, 2018. Ms. Callahan provided takeaways from some recent conferences and summits. Discussion followed regarding the various logo options and branding ideas and Ms. Callahan stated that she would provide additional logo options to the board for consideration. Ms. Callahan further discussed various employee and operations improvements including the new employee handbook, employee survey, upcoming audits and inspections, training and new snow removal equipment. Social media updates, the new baby care rooms, Aviation Day celebrations, airport employee appreciation BBQ and passenger data, along with ride sharing numbers were also reported. Board discussion followed regarding the transition of airport security and the new Director of Airport Security. Hurricane Harvey relief fund information was shared with the board.

Adjournment

A motion was made by Chair Mannion and seconded by Mr. Fisher and Mr. Quill to adjourn the meeting.

The motion was approved: 8 ayes, 0 nays

The meeting was adjourned at 1:43 p.m.