



## MINUTES

### **Board of Directors Meeting JAA Administration Building 3<sup>rd</sup> FL Ed Austin Board Room July 25, 2016/8:30a**

Vice-Chairman of the Board Patrick Kilbane called the July 25, 2016 Board of Directors meeting to order at 8:30a. The following board members were present at the call to order:

Mr. Patrick Kilbane, Vice-Chairman

Mrs. Terri Davlantes, Secretary

Mr. Frank Mackesy, Member

Mr. Jay Demetree, Member

*(Members Mr. Russ Thomas and Mr. Ray Alfred attended via phone; member Mrs. Giselle Carson was absent at the order call)*

Also present at the call to order were:

Mr. Steve Grossman, Chief Executive Officer (CEO)

Mr. Richard Rossi, Chief Financial Officer (CFO)

Mrs. Debra Braga, Chief Legal Officer (CLO)

Mr. Tony Cugno, Chief Operating Officer (COO)

Mrs. Rosa Beckett, Chief Administrative Officer (CAO)

Mr. Rusty Chandler, Chief Cecil Airport & General Aviation (CCAGA)

Mrs. Melissa Marcha'-Lee, Sr. Executive Assistant/Recording Secretary

***A listing of all attendees is on file in the office of the Recording Secretary***

### **Welcome, Announcements, Pledge**

Vice-Chair Kilbane welcomed everyone to the meeting, announced that a quorum was in place and advised that board members Mr. Russ Thomas and Mr. Ray Alfred are attending via phone; he then called upon audience member Mr. Ernie Isaac to lead the group in reciting the Pledge of Allegiance.

### **Chief Executive Officer Report**

Vice-Chair Kilbane called on Mr. Steve Grossman to present his CEO report.

- (1) Report of recent airshow in London
- (2) Report on recent FAA inspection
- (3) Report on Cecil Airport award

Mr. Grossman advised that he, Chief Chandler and Mr. Jay Cunio, Director Business Development, together with Vice-Chair Kilbane, were a part of the Jacksonville Delegation that attended the recent Farnborough Airshow in London. They attended several meetings and established and/or maintained relationships with companies such as Embraer and Boeing, and



there were many very good project discussions. It was an exhaustive event but he was very glad that JAA was represented and thought it was quite beneficial.

Member Mrs. Giselle Carson arrived at this point in the meeting.

Mr. Grossman then reported on the recent FAA inspection, advising that it went very well and the inspector, his first time assigned to JAA's inspection, made several good comments – one specifically addressing our obvious great teamwork. Mr. Grossman commended the staff on a job well done, which was echoed by the board.

Lastly, Mr. Grossman advised that Cecil Airport had recently been the recipient of FDOT's "General Aviation Project of the Year" award for the Eastside and Taxiway Project.

City Councilman Doyle Carter, JAA's Council Liaison, arrived at this point in the meeting.

Mr. Grossman advised that this concluded his CEO report.

#### **Public Comment**

Vice-Chair Kilbane advised that five comment cards had been submitted (to discuss JAXEX Airport, one specifically addressing tenant airplane repair safety issues) and each individual will have three minutes to speak. At the conclusion of the speakers' comments, Mrs. Davlantes asked Mr. Grossman to follow-up with the FAA on the safety issues, which he assured her he will do, and he also advised he will discuss with the tenant. Vice-Chair Kilbane thanked all the speakers for attending.

#### **Old Business**

Vice-Chair Kilbane asked the board if there was any old business to be discussed and hearing none, he proceeded to the next agenda item.

#### **New Business Submissions**

**BD2016-07-01**

**Jeff Taylor/Properties  
Administrator**

### **JAXEX BUDGET APPROPRIATION**

Vice-Chair Kilbane called upon Mr. Taylor to present the submission and upon motion made by Mrs. Carson and seconded by Mr. Mackesy, the board members in attendance voted unanimously to approve Submission BD2016-07-01, JAXEX Budget Appropriation. After voting, there was a general discussion of our lease process and how they are monitoring.



### **Approval of Minutes**

Vice-Chair Kilbane called for approval of the minutes from both the June 27, 2016 Finance and Audit Committee and Board of Directors meetings and upon motion made by Mr. Demetree and seconded by Mrs. Carson, the board members in attendance voted unanimously to approve both sets of minutes.

### **Updates/Other Reports**

#### **Financial Update**

***Richard Rossi/Chief  
Financial Officer***

Vice-Chair Kilbane called upon Mr. Rossi to present the Unaudited Financial Report for the nine months ended June 30, 2016.

#### **City Council Update**

***Councilman Doyle Carter/City  
Council Liaison***

Vice-Chair Kilbane called upon Councilman Carter for comments. Councilman Carter advised that the city is discussing transportation companies, like UBER, specifically addressing issues such as safety, inspection, insurance and background checks. He feels that JAA working together with the city on this would be a good partnership.

### **Board Communication**

Vice-Chair Kilbane advised that the next board meeting will be on Monday, August 22, 2016 at 8:30am at the JAA Administration Building in the 3<sup>rd</sup> FL Ed Austin Board Room. Vice-Chair Kilbane then asked if there was anything further to come before the board and hearing no further comments, he proceeded to adjourn.

### **Adjournment**

There being no further business to come before the Board of Directors, Vice-Chair Kilbane adjourned the meeting at 9:35a.