



## MINUTES

### **Board of Directors Meeting JAA Administration Building 3<sup>rd</sup> FL Ed Austin Board Room March 27, 2017/8:30am**

Chair of the Board Patrick Kilbane called the March 27, 2017 Board of Directors meeting to order at 8:30am. The following board members were present at the call to order:

Mr. Patrick Kilbane, Chair

Mrs. Terri Davlantes, Member

Mr. Jay Demetree, Secretary

Mr. Frank Mackesy, Member

*(Member Mr. Ray Alfred and Vice Chair Mrs. Giselle Carson attended via telephone; Treasurer Mr. Russ Thomas was absent at the call to order)*

Also present at the call to order were:

Mr. Steve Grossman, Chief Executive Officer (CEO)

Mr. Tony Cugno, Chief Operating Officer (COO)

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

Mr. Richard Rossi, Chief Financial Officer (CFO)

Mrs. Rosa Beckett, Chief Administrative Officer (CAO)

Councilman Doyle Carter, City Council Liaison to JAA

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**

Chair Kilbane welcomed everyone to the meeting, announced that a quorum was in place and that members Alfred and Carson are attending via telephone – he then called upon guest Mr. Jim Gilmore to lead the Pledge of Allegiance.

### **Chief Executive Officer Report**

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

- (1) Airport Service Quality (ASQ) survey
- (2) Aviation history museum
- (3) Cecil tenant groundbreaking

Mr. Grossman announced that he was pleased to report that in the recent ASQ survey Jacksonville International Airport was ranked Number 1, and he called upon Landside Operations and Customer Service Manager Bryan Long who provided a detailed presentation on the survey results. The board commended Steve and the staff on achieving a Number 1 ranking.

Treasurer Russ Thomas arrived at this point in the meeting.

Next, Mr. Grossman called upon Ms. Jennifer Murray, JIA Arts Commission Arts Coordinator, who gave a presentation on the new aviation history museum.

Lastly, Mr. Grossman advised that Cecil tenant LSI held a groundbreaking ceremony for their new 22,500 sq. ft. hangar that was attended by over 200 people. Construction has started and is scheduled for completion in spring-summer 2018, plans for the site include aviation training for various government operators and international students.

Mr. Grossman advised that this concluded his CEO report.

### **Old Business**

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

### **Public Comment**

Chair Kilbane advised that no speaker cards had been submitted, and moved to the next item on the agenda.

### **New Business Submissions**

**BD2017-03-01**

**Steve Grossman, Chief  
Executive Officer**

### ***Approve Resolution Authorizing Board Meetings Every Other Month, and Modification to the Board By-Laws***

Chair Kilbane called upon Mr. Grossman to present the submission and after much discussion, and upon motion made by Mr. Thomas and seconded by Mr. Demetree, the board members in attendance (via phone and in-person) voted unanimously to approve Submission BD2017-03-01, Approve Resolution Authorizing Board Meetings Every Other Month, and Modification to the Board By-Laws.

### **Approval of Minutes**

Chair Kilbane called for approval of the minutes from the February 27, 2017 Board of Directors meeting and upon motion made by Mrs. Davlantes and seconded by Mr. Alfred, the board members in attendance (via phone and in-person) voted unanimously to approve the minutes.

## **Updates/Other Reports**

### **Financial Update**

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

Chair Kilbane called upon Mr. Rossi to present the Unaudited Financial Report for the five months ended February 28, 2017.

Treasurer Russ Thomas asked for an update on the Craig Air Center matter, to which Mr. Grossman replied that we continue to work on and hope for a successful resolution to the issues.

### **City Council Update**

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

Councilman Carter congratulated JAA on the Number 1 ranking on the ASQ survey and advised that he will prepare a resolution recognizing JAA for approval at a future city council meeting. He commented that LSI is a great tenant and the groundbreaking was a wonderful event. Further, he shared that the JIA landscaping efforts look good, and he stated that he is pleased with the on-going efforts at Cecil with the eastside infrastructure. Lastly, Councilman Carter stated that he is so glad to be a part of the JAA team.

## **Board Communication**

Chair Kilbane advised that with the approval at this meeting of the new meeting schedule, the next board meeting will be on Monday, May 22, 2017 at 8:30am – and he suggested that the meeting be held at the JIA terminal building and that afterward, Ms. Murray lead the board on a tour of the new aviation museum, to which the board members in attendance (via phone and in-person) agreed.

Chair Kilbane then asked if there was anything further to come before the board and hearing no further comments, Chair Kilbane proceeded to adjourn.

## **Adjournment**

There being no further business to come before the Board of Directors, Chair Kilbane adjourned the meeting at 9:10am.