



MINUTES

Nominating Committee Meeting

JAA Administration Bldg./3rd FL

Board Committee Room

September 25, 2017/8:15a

Immediate-Past Chair of the Board Ray Alfred, Nominating Committee Chair, called the September 25, 2017 Jacksonville Aviation Authority Nominating Committee meeting to order at 8:15am. The following committee members were present at the order call:

Mr. Ray Alfred

Mr. Russ Thomas

(committee member Frank Mackesy was absent – for the purpose of this meeting only, Comm. Chair Alfred appointed Chair of the Board Pat Kilbane to the committee and he was present at the order call)

Also in attendance were Mrs. Debra Braga, Chief Legal Officer and Recording Secretary Mrs. Melissa Marcha-Lee.

Chair Alfred called for any public comment, hearing none he moved to the next agenda item.

Chair Alfred distributed a suggested slate of officers list to be used for nominations for the 2017-18 board term, as follows:

- Mrs. Giselle Carson, Chair
- Mr. Jay Demetree, Vice Chair
- Mr. Russ Thomas, Secretary
- Mrs. Terri Daviantes, Treasurer

Chair Alfred called for discussion. Messers Kilbane and Thomas advised they believe it is an excellent slate of officers, Chair Alfred agreed.

There being no further comments or changes made regarding the suggested officers, upon motion made by Mr. Thomas and seconded by Mr. Kilbane, the committee members present voted unanimously to accept the suggested slate of officers and present it to the full board at its Sept. 25, 2017 meeting. The accepted slate of officers signed by Chair Alfred and Recording Secretary Marcha-Lee is attached here to and made a part of these minutes.

There being no further business to come before the committee, the meeting was adjourned at 8:20am.



MINUTES

Board of Directors Meeting JAA Administration Bldg., 3rd FL Ed Austin Board Room September 25, 2017/8:30am

Chair of the Board Pat Kilbane called the September 25, 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
Mr. Jay Demetree, Secretary
Mr. Russ Thomas, Treasurer
Mr. Ray Alfred, Member
Mr. Frank Mackesy, Member (via telephone)
(Member Mrs. Terri Davlantes was absent; Vice Chair Mrs. Giselle Carson 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)
Mrs. Debra Braga, Chief Legal Officer (COO)
Mr. Richard Rossi, Chief Financial Officer (CFO)
Mrs. Rosa Beckett, Chief Administrative Officer (CAO)
Councilman Doyle Carter, JAA Council Liaison
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 and advised that a quorum was in place, and acknowledged Mr. Frank Mackesy, member, who attended via telephone. He further welcomed Dr. Gaffney from the Mayor's office, and then called upon Lieutenant Paul Kemp to lead the Pledge of Allegiance.

Chief Executive Officer Report

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

- (1) Report on Hurricane Irma preparation and recovery
- (2) Update on airline signature agreements
- (3) Update on maintenance facility groundbreaking
- (4) Report on Gate Gourmet relocation
- (5) Report on recent ACI annual conference

Mr. Grossman called upon COO Tony Cugno to provide a report on Hurricane Irma. As Mr. Cugno began his report, Vice Chair Mrs. Giselle Carson arrived at the meeting.

Mr. Grossman advised that because the airline agreement has not yet been signed, as of October 1 they will be operating on a month-to-month basis.

Next, Mr. Grossman reported that the groundbreaking of the new maintenance facility will occur on October 11, 2017.

Mr. Grossman then reported that long-standing tenant Gate Gourmet will be relocating to a smaller facility at Air Cargo 1 which is a better fit for their use.

Lastly, Mr. Grossman advised that some staff members attended the recent ACI annual conference, where topics discussed included lobbying privatization efforts, funding and PFCs.

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

As there were no new items for action, Chair Kilbane moved to the next agenda item.

Approval of Minutes

Chair Kilbane called for approval of the minutes from the July 24, 2017 Board of Directors meeting, and upon motion made by Mr. Thomas and seconded by Mr. Alfred, the board members in attendance voted unanimously to approve both sets of 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 eleven months ended August 31, 2017 (in the non-meeting month of August, Mr. Rossi provided the board with the financial report for the ten months ended July 31, 2017, together with his written summary in memo form).

Councilman Carter advised that he appreciates everyone at JAA and the work done by all staff members, and is happy to be working with JAA.

Report from Nominating Committee

Chair Kilbane called on Nominating Committee Chair/Immediate Past Board Chair Ray Alfred to present his report. Comm. Chair Alfred reported that the committee had recently met to discuss a slate of officers for submission to the board and presents that slate here, as follows: Chair Carson, Vice Chair Demetree, Secretary Thomas and Treasurer Davlantes. Board Chair Kilbane thanked Comm. Chair Alfred for his report.

Election of Officers

Chair Kilbane then ask the board if there were any further nominations for board officers – hearing none, and upon motion made by Mr. Alfred and seconded by Mr. Mackesy, the board members in attendance unanimously voted to elect the slate of officers as presented by the Nominating Committee for the 2017-18 board term, as follows:

- Giselle Carson/Chair of the Board
- Jay Demetree/Vice Chair
- Russell Thomas/Secretary
- Terri Davlantes/Treasurer

Board Communication

Chair Kilbane advised that the next bi-monthly board meeting will be on Monday, November 27, 2017 at 8:30am at the JAA administration building. He shared that it was his honor and pleasure to have guided the JAA Board of Directors as Chair this past year. 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, Chair Kilbane adjourned the meeting at 9:30am.