



MINUTES
Board of Directors Meeting
Jacksonville Administration Building
3rd Floor/Ed Austin Board room
January 23, 2023/8:30am

Chair of the Board Jay Demetree called the January 23, 2023 Jacksonville Aviation Authority Board of Directors meeting to order at 8:30am. The following board members were present at the call to order:

Mr. Jay Demetree, Chair
Mr. Fernando Acosta-Rua, Treasurer
Mr. Matt Connell, Secretary
Mr. Ray Alfred, Member
Mr. William Gulliford, Member
Mr. David Hodges, Jr., Member
(Mrs. Michelle Barnett, Vice Chair, was absent)

Also present at the call to order were:

Mr. Mark VanLoh, Chief Executive Officer
Mr. Ross Jones, Chief Financial Officer
Mr. Devin Reed, Chief Compliance Officer
Ms. Barbara Halverstadt, Chief Marketing Officer
Mr. Tony Cugno, Chief Operating Officer
Mr. Jay Cunio, Chief Development Officer
Councilman Randy White, City Council Liaison to JAA
Mrs. Melissa Marcha-Lee, Senior Executive Assistant/Recording Secretary

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

Welcome, Pledge of Allegiance

Chair Demetree welcomed everyone and announced that a voting quorum was present, he then called upon Mr. Reed to lead the group in reciting the Pledge of Allegiance.

Chief Executive Officer Report

Chair Demetree called upon Mr. Mark VanLoh to present his CEO report. Mr. VanLoh started by calling upon Mrs. Nancy Coppen, Parking/Transportation Manager and Mr. Cugno, who shared a powerpoint presentation on parking and landside operations.

Mr. VanLoh then shared a video showing the construction progress of the Boeing and Mantech hangars at Cecil Airport, and showed photos of the planned mission control center at Cecil Spaceport.

Next, CEO VanLoh announced that JAA's Emergency Preparedness Manager Meaghan Smalley has attained the AAE (Accredited Airport Executive) designation from AAEE (American Association of Airport Executives). It is the most prestigious professional designation in our industry and candidates go through a very detailed multi-question exam and an oral interview. Meaghan's designation brings JAA up to six AAEEs in the organization, the

highest number in our 22-year history. Chair Demetree, on behalf of the board, congratulated Meaghan on her accomplishment.

Mr. VanLoh shared that JAA will be hosting the annual Medium Hub Airport CEO meeting January 26-28 and approximately 40 CEOs.

Mr. VanLoh provided an update on the expanded security checkpoint project.

Mr. VanLoh discussed the new FBO tenant at JAXEX, Jacksonville Executive Jet Center – they will be doing a brief informational presentation at the March board meeting.

Lastly, CEO VanLoh advised that JAA's annual corporate charitable giving total for 2022 was \$21,658 which comprises the employee giving campaign as well as ticket sales (for every sponsorship and ad trade we are involved in that has a ticket piece to it, all tickets are sold to employees at much lower than face value so that they're able to enjoy a wide variety of events in and around Jacksonville). He thanked Mrs. Marcha-Lee, who manages our corporate charitable giving process, for her efforts.

Mr. VanLoh advised that this concluded his CEO report.

Old Business

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

Public Comment

Chair Demetree advised that Mr. David Taylor, representing Duval Motors, submitted a request to speak on the "Craig Field Commercial (PUD) Access" - he called Mr. Taylor to the podium to begin, advising him of the allowed three minutes time frame, and directed Mrs. Marcha-Lee to monitor the time. Upon conclusion of time, Chair Demetree asked CEO VanLoh to keep the board advised of the access request, to which Mr. VanLoh advised he will do and further shared that it is now in the hands of the Florida Department of Transportation (FDOT).

New Business

Chair Demetree called for a motion to approve the CEO Goals for FY2022-23 document presented and upon motion made by Mr. Gulliford and seconded by Mr. Alfred, the six board members in attendance voted unanimously to approve the goals document.

New Business - Submissions

BD2023-01-01

**Tony Cugno, Chief Operating
Officer**

Budget Transfer for Design of the Parking Garage at Jacksonville International Airport

Chair Demetree called upon Mr. Cugno to present the submission and, upon motion made by Mr. Hodges and seconded by Mr. Acosta-Rua, the six board members present voted

unanimously to approve Submission BD2023-01-01 Budget Transfer for Design of the Parking Garage at Jacksonville International Airport.

New Business – Award Ratification Submissions

Chair Demetree called upon Procurement Director LeNedda Edwards to recap the nine awards needing board ratification and he then called for individual approval of each.

BD2023-01-02AR

Ratification of Award to Warden Construction for Facility Maintenance Services

Upon motion made by Mr. Gulliford and seconded by Mr. Hodges, the six board members present voted unanimously to approve Award Ratification Submission BD2023-01-02AR, Ratification of Award to Warden Construction for Facility Maintenance Services.

BD2023-01-03AR

Ratification of Award to PFM Asset Management, LLC/PFM Financial Advisors, LLC and to Augustine Asset Management

Upon motion made by Mr. Gulliford and seconded by Mr. Acosta-Rua, five of the six board members present voted unanimously to approve Award Ratification Submission BD2023-01-03AR, Ratification of Award to PFM Asset Management, LLC/PFM Financial Advisors, LLC and to Augustine Asset Management – Chair Demetree abstained from the vote and his signed Voting Conflict form is on file.

BD2023-01-04AR

Ratification of Award to Oracle Corporation for E-Business Maintenance and Support

Upon motion made by Mr. Acosta-Rua and seconded by Mr. Connell, the six board members present voted unanimously to approve Award Ratification Submission BD2023-01-04AR, Ratification of Award to Oracle Corporation for E-Business Maintenance and Support.

BD2023-01-05AR

Ratification of Award to HD Pro/Supplyworks for Cleaning Supplies, Equipment and Custodial Related Services and Solutions

Upon motion made by Mr. Hodges and seconded by Mr. Gulliford, the six board members present voted unanimously to approve Award Ratification Submission BD2023-01-05AR, Ratification of Award to HD Pro/Supplyworks for Cleaning Supplies, Equipment and Custodial Related Services and Solutions.

BD2023-01-06AR

Ratification of Award to Gordian for Building & Infrastructure Repairs, Alterations, & Restoration Services

Upon motion made by Mr. Hodges and seconded by Mr. Gulliford, the six board members present voted unanimously to approve Award Ratification Submission BD2023-01-06AR, Ratification of Award to Gordian for Building & Infrastructure Repairs, Alterations & Restoration Services.

BD2023-01-07AR

Ratification of Award to Register Roofing & Sheet Metal, Inc., for FedEx Roof Rehabilitation at JIA

Upon motion made by Mr. Alfred and seconded by Mr. Hodges, the six board members present voted unanimously to approve Award Ratification Submission BD2023-01-07AR, Ratification of Award to Register Roofing & Sheet Metal, Inc., for FedEx Roof Rehabilitation at JIA.

BD2023-01-08AR

Ratification of Award to Pond & Company for JIA General Aviation Federal Inspection Services Facility

Upon motion made by Mr. Gulliford and seconded by Mr. Hodges, the six board members present voted unanimously to approve Award Ratification Submission BD2023-01-08AR, Ratification of Award to Pond & Company for JIA General Aviation Federal Inspection Services Facility.

BD2023-01-09AR

Ratification of Award to Unified Supply and Service Company for Baggage System Parts

Upon motion made by Mr. Hodges and seconded by Mr. Connell, the six board members present voted unanimously to approve Award Ratification Submission BD2023-01-09AR, Ratification of Award to Unified Supply and Service Company for Baggage System Parts.

BD2023-01-10AR

Ratification of Award to Balfour Beatty Construction, LLC for JIA Security Checkpoint Renovations: GMP 2

Upon motion made by Mr. Hodges and seconded by Mr. Gulliford, the six board members present voted unanimously to approve Award Ratification Submission BD2023-01-10AR, Ratification of Award to Balfour Beatty Construction, LLC for JIA Security Checkpoint Renovations: GMP 2.

Approval of Minutes

Chair Demetree called for approval of both the November 21, 2022 Board of Directors meeting and the December 20, 2022 Finance and Audit Committee meeting minutes and upon motion made by Mr. Hodges and seconded by Mr. Gulliford, the six board members present voted unanimously to approve the minutes.

Updates/Other Reports

Financial Update

Ross Jones, Chief Financial Officer

Chair Demetree called upon Mr. Jones to present the financial report for the three months ended December 31, 2022, and Mr. Jones answered questions about the report (the board had previously received the unaudited financial report for the two months ended November 30, 2022). Hearing no further comments/questions about the December 31, 2022 financial report, Chair Demetree moved on to the next item.

City Council Update

Councilman Randy White, City Council Liaison

Councilman White advised again about the JFRD training academy and the opportunity to drive the crash truck – Chair Demetree asked Mrs. Marcha-Lee to continue to source the members and JAA senior staff for interest in the academy and to get back with Councilman White to schedule.

Board Communication

Chair Demetree advised that the next bi-monthly board meeting will be on March 27, 2023 in the Ed Austin Board Room at the JAA Administration Building. He then asked if there was any other business for discussion. Mr. Gulliford, commenting on the Craig Airfield Access speaker, asked if we know if FDOT is locked in to their design, and Mr. Hodges asked where it stands and if there is anything JAA can do. CEO VanLoh again advised that it is in FDOT's hands, and asked CDO Mr. Cunio, who has been involved in the discussions, if he had anything further to add – he agreed, stating that he was last advised FDOT is handling the matter.

Adjournment

There being no further business to come before the Board of Directors, Chair Demetree adjourned the January 23, 2023 meeting at 9:45am.



MINUTES

Board of Directors Meeting JAA Administration Bldg. 3rd Floor Ed Austin Board Room November 15, 2023/8:30am

Chair of the Board Michelle Barnett called the November 15, 2023 Jacksonville Aviation Authority Board of Directors meeting to order at 8:30am. The following board members were present at the call to order:

Mrs. Michelle Barnett, Chair
Mr. David Hodges, Jr., Treasurer
Mr. Bill Gulliford, Member
Dr. Solomon Brotman, Member
Mr. Andy Hofheimer, Member
*(Mr. Matt Connell, Vice Chair, attended via phone,
Mr. Fernando Acosta-Rua, Secretary, was absent)*

Also present at the order call were:

Mr. Mark VanLoh, Chief Executive Officer
Mr. Ross Jones, Chief Financial Officer
Mr. Tony Cugno, Chief Operating Officer
Mr. Devin Reed, Chief Compliance Officer
Mr. Jay Cunio, Chief Development Officer
Ms. Barbara Halverstadt, Chief Marketing Officer
Mr. Randy White, City Council Vice President/JAA City Council Liaison
Mrs. Melissa Marcha-Lee, Senior Executive Assistant to CEO/Recording Secretary
A listing of all attendees is on file in the office of the Recording Secretary

Welcome, Announcements, Pledge

Board Chair Barnett welcomed everyone and stated that as the new chair she is looking forward to leading the board this fiscal year, she then announced that a voting quorum was present. Chair Barnett welcomed our newest board members, Dr. Solomon Brotman (appointed September 26th) and Mr. Andy Hofheimer (appointed November 14th), asked them both to briefly introduce themselves, then called upon Chief Marketing Officer Barbara Halverstadt to lead the group in reciting the Pledge of Allegiance.

Get to Know Management Employees

Board Chair Barnett advised that at each board meeting she will be calling upon members of the management team to introduce themselves and advise what they and their team do so the board can learn more about the teams here at JAA. At this meeting, Barbara Halverstadt/Chief Marketing Officer and Chip Monts/Director Public Safety and Security shared their information with the board. Chair Barnett thanked them, then called upon CEO Mark VanLoh for his report.

Chief Executive Officer Report

Mr. VanLoh provided a recap and showed photos of JAA's recent events - Veterans Day employee celebration, charity golf tournament, and airport disaster exercise.

Next, CEO VanLoh shared a video of the recent rocket fire test done at Cecil Spaceport by students at Embry-Riddle Aeronautical University.

Mr. VanLoh then advised the travel plan for the upcoming Thanksgiving holiday, and shared photos of the opening of the new security checkpoint.

CEO VanLoh provided a marketing air service update, and further advised that the marketing department received an award nomination at the recent Routes World Airport Marketing Awards celebration - unfortunately we did not win but he congratulated the team for being the only airport in the United States nominated in our 5-10 million passenger category.

Mr. VanLoh advised that JAA will be paying the annual employee incentive as outlined in the Employee Incentive Plan Program document.

Also, Mr. VanLoh stated that he attended a meeting with Mayor Deegan, JAXUSA, the Chamber and the United Kingdom's Secretary of State for Business and Trade, during which the subject of open trade was discussed, and the lack of a non-stop flight to London/Europe from JAX. We continue to discuss this issue with leaders in the area and develop a strategy for success.

Next, CEO VanLoh shared that Mr. Matt Bocchino, Director Cecil Airport/Spaceport, has been appointed to the newly-reshaped Space Florida Board of Directors – the seat is non-voting but it gives Cecil and Northeast Florida a voice in their planning and funding initiatives.

Lastly, Mr. VanLoh shared that our own Michael Stewart was interviewed and appears in the latest issue of First Coast Senior Living.

Mr. VanLoh advised that this concluded his CEO report.

Old Business

Board Chair Barnett asked the board if there was any old business to be discussed - hearing none she moved to the next agenda item.

Public Comment

Board Chair Barnett advised that no speaker cards were submitted and moved to the next item on the agenda.

New Business
Submissions

BD2023-11-01

**Tony Cugno, Chief Operating
Officer**

Budget Transfer for Cecil Airport Boeing Maintenance Facility

Board Chair Barnett called upon Mr. Cugno to present the submission and, upon motion made by Mr. Hodges and seconded by Dr. Brotman, four of the five board members present voted unanimously to approve Submission BD2023-11-01 Budget Transfer for Cecil Airport Boeing Maintenance Facility – board member Andy Hofheimer abstained.

BD2023-11-02

**Matt Bocchino, Director Cecil
Airport/Spaceport**

***Approval of Ground Lease between the Jacksonville Aviation Authority (“JAA”) and
Scannell Properties #712 (“Scannell”)***

Board Chair Barnett called upon Mr. Bocchino to present the submission and, upon motion made by Mr. Gulliford and seconded by Mr. Hodges, four of the five board members present voted unanimously to approve Submission BD2023-11-02 Approval of Ground Lease between the Jacksonville Aviation Authority (“JAA”) and Scannell Properties #712 (“Scannell”) – board member Andy Hofheimer abstained.

Award Ratification Submissions

Board Chair Barnett called upon Procurement Director LeNedda Edwards to recap the three awards above \$1,000,000 needing board ratification, and she called for individual approval of each.

BD2023-11-03AR

***Ratification of Award to Johnson Controls for the Metasys Building Automation System
(BAS) Service Agreement, and the Chiller Maintenance & Repair Agreement***

Upon motion made by Mr. Hodges and seconded by Dr. Brotman, four of the five board members present voted unanimously to approve Award Ratification Submission BD2023-11-03AR to Johnson Controls for the Metasys Building Automation System (BAS) Service Agreement, and the Chiller Maintenance & Repair Agreement – board member Andy Hofheimer abstained.

BD2023-11-04AR

Ratification of Award to J.D. Hinson Company for Widening of Taxiway M1 in the Florida Air National Guard (FANG) Complex at Jacksonville International Airport

Upon motion made by Mr. Hodges and seconded by Mr. Gulliford, four of the five board members present voted unanimously to approve Award Ratification Submission BD2023-11-04AR to J.D. Hinson Company for Widening of Taxiway M1 in the Florida Air National Guard (FANG) Complex at Jacksonville International Airport – board member Andy Hofheimer abstained.

BD2023-11-05AR

Ratification of Award to Johnson-Laux Construction, FHP Tectonics Corp. and E. Vaughn Rivers, Inc. for “As Needed” General Contracting Services for Small Construction Projects

Upon motion made by Dr. Brotman and seconded by Mr. Hodges, four of the five board members present voted unanimously to approve Award Ratification Submission BD2023-11-05AR to Johnson-Laux Construction, FHP Tectonics Corp. and E. Vaughn Rivers, Inc. for “As Needed” General Contracting Services for Small Construction Projects – board member Andy Hofheimer abstained.

Approval of Minutes

Board Chair Barnett called for approval of minutes from the following meetings: (1) September 15, 2023 Finance and Audit Committee, (2) September 18, 2023 Nominating Committee, (3) September 22, 2023 CEO Evaluation Committee, and (4) September 25, 2023 Board of Directors and upon motion made by Mr. Hodges and seconded by Mr. Gulliford, four of the five board members present voted unanimously to approve the minutes of all meetings – board member Andy Hofheimer abstained.

Financial Update

Ross Jones, Chief Financial Officer

Board Chair Barnett called upon Mr. Jones to present the financial report for the one month ended October 31, 2023, and Mr. Jones answered questions about the report (the board had previously received the unaudited financial report for the twelve months ended September 30, 2023). Hearing no further comments/questions about the October 31, 2023 financial report, Board Chair Barnett moved on.

City Council Update

Council Vice President Randy White, JAA Council Liaison

Council Vice President White advised that property near Herlong Recreational Airport is available if we perhaps are interested in increasing the crash zone at the airport or pursuing future development. CEO VanLoh asked Chief Development Officer Jay Cunio to get with CM White for further details.

Board Chair Committee and Miscellaneous Appointments

Board Chair Barnett announced her appointments, and advised that all appointees have agreed to serve:

Finance and Audit Committee

David Hodges, Jr., Chair (as Treasurer)
Fernando Acosta-Rua
Matt Connell

Nominating Committee

Matt Connell, Chair
Bill Gulliford
Solomon Brotman

CEO Evaluation Committee

Michelle Barnett, Chair
Fernando Acosta-Rua
David Hodges, Jr.

Transportation Planning Organization Board/JAA Seat

Bill Gulliford

Board Communication

Board Chair Barnett advised that the next bi-monthly board meeting will be on January 22, 2024 at 8:30am in the Ed Austin Board Room at the JAA administration building.

Adjournment

There being no further business to come before the Board of Directors, Board Chair Barnett adjourned the meeting at 9:40am.



MINUTES
Board of Directors Meeting
Jacksonville Administration Building
3rd Floor/Ed Austin Board room
March 27, 2023/8:30am

Chair of the Board Jay Demetree called the March 27, 2023 Jacksonville Aviation Authority Board of Directors meeting to order at 8:30am. The following board members were present at the call to order:

Mr. Jay Demetree, Chair
Mrs. Michelle Barnett, Vice Chair
Mr. Fernando Acosta-Rua, Treasurer
Mr. William Gulliford, Member
Mr. David Hodges, Jr., Member
(Mr. Ray Alfred, Member, attended via phone; Mr. Matt Connell, Secretary, was absent)

Also present at the call to order were:

Mr. Mark VanLoh, Chief Executive Officer
Mr. Ross Jones, Chief Financial Officer
Mr. Devin Reed, Chief Compliance Officer
Ms. Barbara Halverstadt, Chief Marketing Officer
Mr. Tony Cugno, Chief Operating Officer
Mr. Jay Cunio, Chief Development Officer
Mrs. Melissa Marcha-Lee, Senior Executive Assistant/Recording Secretary

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

Welcome, Pledge of Allegiance

Chair Demetree welcomed everyone and announced that a voting quorum was present, he then called upon guest Mr. Willard Payne to lead the group in reciting the Pledge of Allegiance.

Report from Finance & Audit Committee Meeting

Chair Demetree called upon Mr. Acosta-Rua, Treasurer/Chair of the Finance & Audit Committee, to provide a report on his recent committee meeting. Comm. Chair Acosta-Rua advised that his committee met on March 23, 2023 to hear the report from the recent external audit, and further advised that the committee voted to move the audit report to the board for approval. Board Chair Demetree thanked Comm. Chair Acosta-Rua for his report and called for a motion to accept the report – upon motion made by Mr. Acosta-Rua and seconded by Mr. Gulliford, the five board members in attendance voted unanimously to accept the committee's report.

Chief Executive Officer Report

Chair Demetree called upon Mr. Mark VanLoh to present his CEO report.

Mr. VanLoh shared a video showing the construction progress of the Boeing hangar at Cecil Airport.

Next, CEO VanLoh advised that we continue to set passenger records – recent spring break and Players Championship travel went very well. Concession operator Paradies again staffed a golf simulator highlighting the 17th hole at Sawgrass, resulting in 648 participants and over \$100,000 in Players' merchandise sales.

Mr. VanLoh shared that Breeze Airways announced two new destinations – Los Angeles and Pittsburgh – that is 10 destinations now from JAX.

CEO VanLoh advised that the TSA checkpoint project is proceeding on schedule but staff is doing a great job working the lines with limited room and congestion from the construction.

Next, Mr. VanLoh advised that we are still awaiting several FAA approvals of our Terminal B project – they have not returned to the office since the beginning of COVID. Staff has formulated several alternative methods as a result of the delays, that will keep the project moving forward. We look forward to approval of the new FAA reauthorization bill and the selection of a new FAA administrator.

Mr. VanLoh shared a photo and advised that we hosted another Boeing facility groundbreaking ceremony at Cecil – this one is located next to their maintenance hangars and will house component storage and allow additional aircraft workspace.

CEO VanLoh next showed a photo of the recent ribbon cutting of the new Firehouse Subs location in the terminal.

Mr. VanLoh then advised that we again hosted the Porsche Driving Experience here at JAX, as part of the Amelia Concours event. The PDE helps us with a donation to our aviation scholarship fund and we have already funded scholarships to 20 area college students.

CEO VanLoh advised that Cecil Airport has indeed been busy – along with all the construction projects and groundbreakings, they recently hosted a large, multi-branch military training exercise named Jaded Thunder that saw 800 military personnel and 35 aircraft set up at Cecil for two weeks. The event was very successful and planners have expressed an interest in returning for future exercises.

Lastly, Mr. VanLoh shared photos of the recent ribbon cutting event for the newly completed ManTech hangar at Cecil – naval aircraft will be maintained and repaired at the facility.

Mr. VanLoh advised that this concluded his CEO report.

Old Business

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

Public Comment

Chair Demetree advised that no public comments cards had been submitted, and moved to the next agenda item.

New Business

Chair Demetree called upon guest Mr. Ryan Smith, Chief Growth Officer at JAX Executive Jet Center, who shared details of their new operation at Jacksonville Executive at Craig Airport.

New Business - Submissions

BD2023-03-01

**Sally McMMain, Properties
Administrator**

Approval of Building and Ground Lease for Hangar 1845 between the Jacksonville Aviation Authority and Cecil Field Aviation Partners, LLC dba Million Air Jacksonville

Chair Demetree called upon Ms. McMMain to present the submission and, upon motion made by Mr. Gulliford and seconded by Mr. Hodges, the five board members present voted unanimously to approve Submission BD2023-03-01 Approval of Building and Ground Lease for Hangar 1845 between the Jacksonville Aviation Authority and Cecil Field Aviation Partners, LLC dba Million Air Jacksonville.

BD2023-03-02

**Lauren Scott, Senior Manager
Aviation Planning & Development**

Wetland Mitigation Construction Budget Transfer

Chair Demetree called upon Ms. Scott to present the submission and, upon motion made by Mr. Hodges and seconded by Mr. Gulliford, the five board members present voted unanimously to approve Submission BD2023-03-02 Wetland Mitigation Construction Budget Transfer.

BD2023-03-03

Jeff Taylor, Properties Manager

Approval of Lease between the United States of America representing Transportation Security Administration and Jacksonville Aviation Authority at Jacksonville International Airport

Chair Demetree called upon Mr. Taylor to present the submission and, upon motion made by Mrs. Barnett and seconded by Mr. Acosta-Rua, the five board members present voted unanimously to approve Submission BD2023-03-03 Approval of Lease between the United

States of America representing Transportation Security Administration and Jacksonville Aviation Authority at Jacksonville International Airport.

New Business – Award Ratification Submissions

Chair Demetree called upon Procurement Director LeNedda Edwards to recap the two awards needing board ratification, and he called for individual approval of each.

BD2023-03-04AR

Ratification of Award to Balfour Beatty Construction, LLC

Upon motion made by Mr. Gulliford and seconded by Mr. Acosta-Rua, the five board members present voted unanimously to approve Award Ratification Submission BD2023-03-04AR, Ratification of Award to Balfour Beatty Construction, LLC for GMP 1 Early Steel Package for new Concourse B.

BD2023-03-05AR

Ratification of Award to Balfour Beatty Construction, LLC

Upon motion made by Mr. Hodges and seconded by Mr. Gulliford, the five board members present voted unanimously to approve Award Ratification Submission BD2023-03-05AR, Ratification of Award to Balfour Beatty Construction, LLC for the JIA Concourse B Terminal Expansion Project.

Approval of Minutes

Chair Demetree called for approval of the January 23, 2023 Board of Directors meeting minutes and upon motion made by Mr. Acosta-Rua and seconded by Mr. Gulliford, the five board members present voted unanimously to approve the minutes.

Updates/Other Reports

Financial Update

Ross Jones, Chief Financial Officer

Chair Demetree called upon Mr. Jones to present the financial report for the five months ended February 28, 2023. Mr. Jones advised it was an all-time high for February in the history of the company, and he answered questions about the report (the board had previously received the unaudited financial report for the four months ended January 31, 2023). Hearing no further comments/questions about the February 28, 2023 financial report, Chair Demetree moved on to the next item.

City Council Update

Councilman Randy White, City Council Liaison

Councilman White did not attend the board meeting.

Board Communication

Chair Demetree advised that the next bi-monthly board meeting will be on May 22, 2023 in the Ed Austin Board Room at the JAA Administration Building. He then asked if there was any other business for discussion - hearing none, he proceeded to adjourn.

Adjournment

There being no further business to come before the Board of Directors, Chair Demetree adjourned the March 27, 2023 meeting at 9:35am.

Approved May 22, 2023



MINUTES

Board of Directors Meeting JAA Administration Bldg. 3rd Floor Ed Austin Board Room September 25, 2023/8:30am

Chair of the Board Jay Demetree called the September 25, 2023 Jacksonville Aviation Authority Board of Directors meeting to order at 8:30am. The following board members were present at the call to order:

Mr. Jay Demetree, Chair
Mrs. Michelle Barnett, Vice Chair
Mr. Matt Connell, Secretary
Mr. Fernando Acosta-Rua, Treasurer
Mr. David Hodges, Jr., Member
Mr. Ray Alfred, Member
(Mr. Bill Gulliford was absent at the order call but joined later via phone)

Also present at the call to order were:

Mr. Mark VanLoh, Chief Executive Officer
Mr. Ross Jones, Chief Financial Officer
Mr. Tony Cugno, Chief Operating Officer
Mr. Devin Reed, Chief Compliance Officer
Mr. Jay Cunio, Chief Development Officer
Ms. Barbara Halverstadt, Chief Marketing Officer
Council Vice President Randy White, JAA City Council Liaison
Mrs. Melissa Marcha-Lee, Senior Executive Assistant to CEO/Recording Secretary
A listing of all attendees is on file in the office of the Recording Secretary

Welcome, Announcements, Pledge

Board Chair Demetree welcomed everyone and announced that a voting quorum was present, he then called upon CEO Mark VanLoh to lead the group in reciting the Pledge of Allegiance.

Finance and Audit Committee Report

Board Chair Demetree called upon Mr. Acosta-Rua for a report from his recent committee meeting. Finance and Audit Committee Chair Acosta-Rua advised his committee met on September 15 to hear from JAA external audit firm Plante Moran about the upcoming audit and to hear different financing options from CFO Jones – he further advised that no action/vote was needed or taken at the meeting as it was for information only. Board Chair Demetree advised that no approval of the committee report is needed.

Chief Executive Officer Report

Board Chair Demetree called upon Mr. Mark VanLoh to present his CEO report.

Mr. VanLoh advised that joining the meeting were various recipients of scholarships and members of community groups, all to whom we have provided scholarship funds and donations from our recent charity functions – they were all presented with checks in various amounts and all were extremely grateful to be receiving the funds.

Next Mr. VanLoh shared an update on the FAA reauthorization.

At this point in the meeting, Board member Bill Gulliford joined via phone.

CEO VanLoh shared the status of facilities after the recent hurricane.

Lastly, CEO VanLoh advised of new tenants at Herlong Recreational Airport.

Mr. VanLoh advised that this concluded his CEO report.

Old Business

Board Chair Demetree asked the board if there was any old business to be discussed - hearing none he moved to the next agenda item.

Public Comment

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

New Business

Presentation

Board Chair Demetree called upon Cecil Airport/Spaceport Director Mr. Matt Bocchino, who introduced speaker Mr. Todd Romberger from Space Florida – Mr. Romberger provided an update on Space Florida and commented on the wonderful relationship it shares with JAA and Cecil Airport/Spaceport. Board Chair Demetree thanked Mr. Romberger for attending the meeting.

Submissions

BD2023-09-01

**Lauren Scott, Senior Manager
Aviation Planning**

Accept Florida Defense Support Task Force Pace Road Alternate Entry Gate Grant for Florida Air National Guard and Budget Transfer to Create the New Project

Board Chair Demetree called upon Ms. Scott to present the submission and, upon motion made by Mrs. Barnett and seconded by Mr. Hodges, the six board members present voted unanimously to approve Submission BD2023-09-01 Accept Florida Defense Support Task Force Pace Road Alternate Entry Gate Grant for Florida Air National Guard and Budget Transfer to Create the New Project.

Approval of Minutes

Board Chair Demetree called for approval of the minutes from the July 13, 2023 CEO Evaluation Committee and the July 27, 2023 Board of Directors meetings and, upon motion made by Mr. Hodges and seconded by Mr. Alfred, the six board members present voted unanimously to approve both sets of minutes.

Financial Update

Ross Jones, Chief Financial Officer

Board Chair Demetree called upon Mr. Jones to present the financial report for the eleven months ended August 31, 2023, and Mr. Jones answered questions about the report (the board had previously received the unaudited financial report for the nine months ended July 31, 2023). Hearing no further comments/questions about the August 31, 2023 financial report, Board Chair Demetree moved on.

City Council Update

Council Vice President Randy White, JAA Council Liaison

Council Vice President White advised that the city's budget will be considered for ratification on September 26, 2023.

CEO Evaluation Committee Report

Board Chair Demetree called upon Mrs. Barnett to provide a report from her recent committee meeting. CEO Evaluation Committee Chair Barnett advised that her committee met on September 22 to hear a final CEO goals status report and to perform the CEO performance evaluation. She advised the CEO VanLoh presented his report and he was then excused while the committee discussed his performance. The committee's decision was that no salary increase will be provided as it was a part of his recently negotiated contract and that he will be given the full 25% bonus as allowed in the contract (\$93,750), split in two - \$50,000 now and the remaining \$43,750 upon FAA approval to move forward with the concourse B construction project. Board Chair Demetree advised that the board is available to help in any way possible with the approval – he then called for a vote to approve the committee's report and upon motion made by Mr. Hodges and seconded by Mr. Connell, the six board members present voted unanimously to approve the committee's report.

Nominating Committee Report

Board Chair Demetree called upon Mr. Alfred to provide a report from his recent committee meeting. Nominating Committee Chair Alfred advised that his committee met on September 18 to discuss and develop a slate of officers to recommend to the board for the FY2023-24 board term, the proposed slate is as follows:

- Chair of the Board/Michelle Barnett
- Vice Chair/Matt Connell
- Secretary/Fernando Acosta-Rua
- Treasurer/David Hodges, Jr.

Board Chair Demetree called for a vote to approve the committee's report and upon motion made by Mr. Gulliford and seconded by Mr. Connell, the six board members present voted unanimously to accept the committee's report.

Election of Officers

Board Chair Demetree called for nominations from the floor for officers for the FY2023-24 board term. Hearing none, he then called for a motion to elect the officers as recommended by the Nominating Committee and upon motion duly made by Mr. Acosta-Rua and seconded by Mr. Alfred, the officers as recommended were elected: Chair of the Board Michelle Barnett, Vice Chair Matt Connell, Secretary Fernando Acosta-Rua, and Treasurer David Hodges, Jr. Board Chair Demetree congratulated the new officers and advised it will be a busy but exciting year!

Board Communication

Board Chair Demetree advised that the next bi-monthly board meeting will be on November 27, 2023 in the Ed Austin Board Room. Mr. VanLoh pointed out that due to the Thanksgiving holiday on the 23rd the board may want to consider moving the meeting back – Board Chair Demetree asked Mrs. Marcha-Lee to reach out to the new chair for that discussion. He then asked if there was any other business to come before the board. CEO VanLoh advised that the Boeing facility grand opening is scheduled for February 1, 2024 and asked the board members to please put that date on their calendar, more information will follow. Mr. Gulliford mentioned that as this was Mr. Demetree's last meeting as a JAA board member, he wanted to say a big Thank You to him for his service to JAA...all board members echoed that comment and provided a huge round of applause for all that Mr. Demetree has done for JAA in his eight years as a board member. Mr. Demetree advised it has been his absolute pleasure to be associated with JAA and he wishes nothing but the best for the future – he sees it as a bright one indeed. Hearing nothing further, Board Chair Demetree proceeded to adjourn.

Adjournment

There being no further business to come before the Board of Directors, Board Chair Demetree adjourned the meeting at 9:40am.



MINUTES

CEO Evaluation Committee Meeting JAA Administration Bldg. 3rd Floor Ed Austin Board Room April 27, 2023/8:30am

Committee Chair Michelle Barnett called the April 27, 2023 CEO Evaluation Committee meeting to order at 8:30am. The following committee members were in attendance at the call to order:

Mrs. Michelle Barnett, Chair
Mr. Fernando Acosta-Rua, Member
Mr. David Hodges, Jr., Member

Also in attendance at the order call were:

Mr. Devin Reed, Chief Compliance Officer
Mr. Michael May, Vice President Human Resources
Mrs. Melissa Marcha-Lee, Sr. Executive Assistant/Recording Secretary

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

Committee Chair Barnett welcomed everyone to the meeting.

Committee Chair Barnett called for public comment, hearing none she moved to the next item.

Committee Chair Barnett advised that the reason for the meeting was to continue the discussion that started last year of the CEO's 2023 contract renewal. She advised that she had spoken to CEO VanLoh and he indicated he wants to stay on, and it is the board's desire to retain him in the CEO position. She then called upon Mr. Reed, who went through each section of a draft contract he prepared and distributed to the committee members. Items such as contract term and termination clauses, larger bonuses in lieu of salary increases, allowances, paid time off, sick time and retirement account were discussed at length.

Mr. Acosta-Rua suggested that if increasing the bonus percentage, the goals should be much more specific such that performance can be better measured. Mr. Hodges agreed about the goals, and further stated that he believes Mr. VanLoh is doing a wonderful job in leading the Authority.

Mr. May advised that specific information regarding a CEO retirement program has been requested from our retirement benefit company, Empower, but has not yet been received – he advised he will send the information to Mrs. Barnett when received.



Mrs. Barnett thanked the committee members for their input and advised she will work with Mr. Reed in getting the contract in a final form, and would like to have a brief meeting on May 22, before the board meeting, to discuss a final draft for presentation to the board for approval. The committee members agreed to meet at 8:00a on May 22 and Mrs. Barnett asked Mrs. Marcha-Lee to send out the appropriate communication. She further advised she will send Mrs. Marcha-Lee the final contract draft to send in advance of the meeting.

Mrs. Barnett advised that regarding the annual CEO evaluation process, it is time for a mid-year status review of Mr. VanLoh's FY22-23 goals and she requested that Mrs. Marcha-Lee source the committee for a date when Mr. VanLoh is available for that mid-year goals status review and plan the meeting.

There being no further business to come before the committee, Chair Barnett adjourned the meeting at 9:35am.

Approved May 22, 2023



MINUTES

CEO Evaluation Committee Meeting JAA Administration Bldg. 3rd Floor Ed Austin Board Room September 22, 2023/3:30pm

Committee Chair Michelle Barnett called the September 22, 2023 CEO Evaluation Committee meeting to order at 3:30pm. The following committee members were in attendance at the call to order:

Mrs. Michelle Barnett, Chair
Mr. Fernando Acosta-Rua, Member
Mr. David Hodges, Jr., Member

Also in attendance at the order call were:

Mr. Mark VanLoh, Chief Executive Officer
Mr. Devin Reed, Chief Compliance Officer
Mrs. Melissa Marcha-Lee, Sr. Executive Assistant to CEO/Recording Secretary

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

Committee Chair Barnett welcomed everyone to the meeting.

Committee Chair Barnett called for any public comment, hearing none she moved to the next agenda item.

Committee Chair Barnett advised that the reason for the meeting was to hear a final goals status report from CEO VanLoh, and to then evaluate his performance. She then called upon Mr. VanLoh who presented a detailed status report, advising of the issues associated with FAA short-comings and pending approval on the concourse B project. Mrs. Barnett advised she is overall very pleased with the status of the company and facilities but pointed out a few airport maintenance issues she would like to see addressed. She then called upon other committee members for comment. Mr. Hodges commented as to the very stable status of the company and advised he would like to see an executive summary of the fitness of the garage, in light of the recent hospital garage collapse. Further, he would like to see Mr. VanLoh schedule more meetings with council members and other elected officials to stay in touch. Mr. Acosta-Rua agreed that the company is in very good condition. Committee Chair Barnett thanked Mr. VanLoh for attending and excused him from the room. She then called for a five minute break.

Returning from the break, the committee members then commenced with the CEO performance review. All members advised they believe CEO VanLoh has done an outstanding job in the last year. Additionally, Committee Chair Barnett advised she would like for him to be more engaged with the employees and perhaps a CEO-employee engagement survey be conducted, Messrs. Hodges and Acosta-Rua would like for the goals to be more objective and that the board be able to present ideas for the goals.



Discussion on CEO VanLoh's salary and any bonus then ensued, with the members providing their opinions of both. The committee then agreed that CEO VanLoh will not be given a salary increase as the new salary in his recently-negotiated contract took affect earlier than stated in the contract, and they agreed that 100% of his bonus as allowed in the contract - 25%, \$93,750 - be given, but in two installments: \$50,000 now and \$43,750 upon FAA approval to move forward with the concourse B construction project. Committee Chair Barnett then called for a vote and upon motion made by Mr. Hodges and seconded by Mr. Acosta-Rua, the committee voted unanimously (1) to not give a salary increase, and (2) to give a 25% bonus in the amount of \$93,750, payable in two installments - \$50,000 now and \$43,750 upon FAA approval to move forward with the concourse B construction project. Committee Chair Barnett asked Mrs. Marcha-Lee to bring Mr. VanLoh back to the room.

Committee Chair Barnett welcomed Mr. VanLoh back to the meeting and shared the committee's discussion on his performance and decisions regarding salary and bonus, and further shared that all committee, and board members, will help in any way possible with securing the FAA's approval for the concourse B project. Mr. VanLoh thanked the committee for their actions and advised he is hoping to hear very soon from FAA on the concourse B approval issue. He stated it has been a wonderful year and he would not be successful without the fantastic staff here at JAA.

There being no further business to come before the committee, Committee Chair Barnett adjourned the meeting at 5:00pm.

Approved November 15, 2023



MINUTES

Finance and Audit Committee Meeting JAA Administration Bldg. 3rd Floor Ed Austin Board Room Thursday March 23, 2023/8:30am

Committee Chair Fernando Acosta-Rua called the March 23, 2023 Finance and Audit Committee meeting to order at 8:30am. The following committee members were in attendance at the call to order:

Mr. Fernando Acosta-Rua, Chair
Mr. David Hodges, Jr., Member
Mr. William Gulliford, Member

Also in attendance at the order call were:

Mr. Mark VanLoh, Chief Executive Officer
Mr. Ross Jones, Chief Financial Officer
Mr. Devin Reed, Chief Compliance Officer
Mr. Jose Lopez, Director of Accounting
Mrs. Melissa Marcha-Lee, Sr. Executive Assistant/Recording Secretary

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

Chair Acosta-Rua welcomed everyone to the meeting, and advised a quorum was present.

Chair Acosta-Rua called for public comment, hearing none he moved to the next agenda item.

Chair Acosta-Rua advised that the reason for the meeting was to hear from our independent auditor regarding the results of their recent audit. He then called upon Mr. Jones, who advised that the firm of Plante Moran had been engaged to do the annual independent audit and, per the refocusing of JAA board committees such that they meet on days other than board meeting days, it is just the committee hearing the presentation (Mr. Jones advised, however, that the next meeting of the committee, to hear the budget presentation, may need to be held on board meeting day so everyone can hear all the details). Mr. Jones provided the committee members with a physical copy of the auditor's report, as well as JAA's annual report (both of which had previously been sent electronically), then called upon Mr. Rumzei Abdallah of the Plante Moran firm to present the audit report.

Mr. Abdallah explained the scope of the audit and went through each section of the audit report with the committee, beginning with the required communication section, advising that no instances of material weaknesses, misstatements or non-compliance were found and that an unmodified opinion was issued - he congratulated JAA on attaining the best possible opinion.

Mr. Abdallah thanked Mr. Jones and the entire finance staff for being courteous, professional and responsive during the audit period, and then answered questions from the committee.



Chair Acosta-Rua thanked Mr. Abdallah for his presentation, and congratulated CEO VanLoh, CFO Jones, Director Lopez, and staff, for a job well done. He then called for a motion to recommend the auditor's report to the board for approval and upon motion made by Mr. Gulliford and seconded by Mr. Hodges, the committee voted unanimously to recommend that the auditor's report be submitted to the Board of Directors for approval at its March 27, 2023 meeting.

Chair Acosta-Rua then asked if there was any further business to be discussed. Mr. Gulliford suggested that the committee's separate meeting days initiative be formalized and upon motion made by Mr. Gulliford and seconded by Mr. Hodges, the committee voted unanimously to continue with separate meeting days unless there is a need otherwise.

There being no further business to come before the Finance and Audit Committee, Chair Acosta-Rua adjourned the committee meeting at 9:05am.

Approved May 22, 2023



MINUTES

Finance and Audit Committee Meeting JAA Admin. Bldg. 3rd Floor Ed Austin Board Room September 15, 2023/12:00noon

Committee Chair Fernando Acosta-Rua called the September 15, 2023 Finance and Audit Committee meeting to order at 12:05pm. The following committee members were present at the call to order:

Mr. Fernando Acosta-Rua, Chair
Mr. David Hodges, Jr., Member
Mr. William Gulliford, Member

Also in attendance was Mrs. Michelle Barnett, Board of Directors Vice Chair

Additional attendees at the meeting via a Webex connection were:

Ms. Pamela Hill, Partner, Plante Moran
Mr. Rumzei Abdallah, Audit Manager, Plante Moran

Also in attendance at the call to order was:

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

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

Chair Acosta-Rua welcomed everyone to the meeting.

Chair Acosta-Rua advised that no public comment speaker cards had been submitted, and moved to the next agenda item.

Chair Acosta-Rua advised that the reason for the meeting was for JAA's external audit firm Plante Moran to share pre-audit details with the committee members and for the members to ask any questions about the process, and then to hear from CFO Ross Jones for a discussion about financing opportunities. He then called upon Ms. Hill and Mr. Abdallah.

Ms. Hill provided an overview of the internal audit process and Mr. Abdallah then provided more detail, advising that the primary gathering of information has already been done and that the on-site visit portion will begin soon. Mr. Gulliford asked if there is a way the audit report can address the subject of revenue diversion and Ms. Hill advised she would make a note of that for the final report. Mr. Hodges asked if there are audit best practices to share, and Ms. Hill advised they will do that at the end of the audit. Chair Acosta-Rua requested that the committee meet after the audit is done, and thanked Ms. Hill and Mr. Abdallah for attending the meeting.



Chair Acosta-Rua asked Mrs. Marcha-Lee to have CFO Ross Jones, Accounting Director Jose Lopez and Chief Compliance Officer Devin Reed join the committee meeting, and he then welcomed them.

CFO Jones shared a powerpoint presentation that included upcoming financing decisions, JAA's financial position, and the parking garage and concourse B projects. A detailed discussion ensued, with Mr. Jones answering all questions from the committee members.

Chair Acosta-Rua thanked Mr. Jones for the information and discussion, and, there being no further business to come before the Finance and Audit Committee, Chair Acosta-Rua adjourned the committee meeting at 1:00pm.

Approved November 15, 2023



MINUTES

Finance and Audit Committee Meeting JAA Admin. Bldg. 3rd Floor Ed Austin Board Room September 15, 2023/12:00noon

Committee Chair Fernando Acosta-Rua called the September 15, 2023 Finance and Audit Committee meeting to order at 12:05pm. The following committee members were present at the call to order:

Mr. Fernando Acosta-Rua, Chair
Mr. David Hodges, Jr., Member
Mr. William Gulliford, Member

Also in attendance was Mrs. Michelle Barnett, Board of Directors Vice Chair

Additional attendees at the meeting via a Webex connection were:

Ms. Pamela Hill, Partner, Plante Moran
Mr. Rumzei Abdallah, Audit Manager, Plante Moran

Also in attendance at the call to order was:

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

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

Chair Acosta-Rua welcomed everyone to the meeting.

Chair Acosta-Rua advised that no public comment speaker cards had been submitted, and moved to the next agenda item.

Chair Acosta-Rua advised that the reason for the meeting was for JAA's external audit firm Plante Moran to share pre-audit details with the committee members and for the members to ask any questions about the process, and then to hear from CFO Ross Jones for a discussion about financing opportunities. He then called upon Ms. Hill and Mr. Abdallah.

Ms. Hill provided an overview of the internal audit process and Mr. Abdallah then provided more detail, advising that the primary gathering of information has already been done and that the on-site visit portion will begin soon. Mr. Gulliford asked if there is a way the audit report can address the subject of revenue diversion and Ms. Hill advised she would make a note of that for the final report. Mr. Hodges asked if there are audit best practices to share, and Ms. Hill advised they will do that at the end of the audit. Chair Acosta-Rua requested that the committee meet after the audit is done, and thanked Ms. Hill and Mr. Abdallah for attending the meeting.



Chair Acosta-Rua asked Mrs. Marcha-Lee to have CFO Ross Jones, Accounting Director Jose Lopez and Chief Compliance Officer Devin Reed join the committee meeting, and he then welcomed them.

CFO Jones shared a powerpoint presentation that included upcoming financing decisions, JAA's financial position, and the parking garage and concourse B projects. A detailed discussion ensued, with Mr. Jones answering all questions from the committee members.

Chair Acosta-Rua thanked Mr. Jones for the information and discussion, and, there being no further business to come before the Finance and Audit Committee, Chair Acosta-Rua adjourned the committee meeting at 1:00pm.

Approved November 15, 2023



MINUTES
Board of Directors Meeting
Jacksonville Administration Building
3rd Floor/Ed Austin Board room
July 27, 2023 8:30am

Chair of the Board Jay Demetree called the July 27, 2023 Jacksonville Aviation Authority Board of Directors meeting to order at 8:30am. The following board members were present at the call to order:

Mr. Jay Demetree, Chair
Mrs. Michelle Barnett, Vice Chair
Mr. Fernando Acosta-Rua, Treasurer
Mr. Matt Connell, Secretary
Mr. Ray Alfred, Member
Mr. William Gulliford, Member
Mr. David Hodges, Jr., Member

Also present at the call to order were:

Mr. Mark VanLoh, Chief Executive Officer
Mr. Ross Jones, Chief Financial Officer
Mr. Devin Reed, Chief Compliance Officer
Ms. Barbara Halverstadt, Chief Marketing Officer
Mr. Tony Cugno, Chief Operating Officer
Mr. Jay Cunio, Chief Development Officer
Council Vice President Randy White, JAA City Council Liaison
Mrs. Melissa Marcha-Lee, Senior Executive Assistant/Recording Secretary

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

Welcome, Pledge of Allegiance

Chair Demetree welcomed everyone and announced that a voting quorum was present, he then called upon Mr. Acosta-Rua to lead everyone in reciting the Pledge of Allegiance.

Public Comment

Chair Demetree advised that he would be going out of order on the agenda, next addressing public comment. Having received three speaker request forms from Mrs. Marcha-Lee, Demetree called upon each person for their allotted three minutes of speaking time, all addressing Board Submission item #BD2023-07-02. At the conclusion, member Ray Alfred asked Chair Demetree if the speakers are requesting anything from the board, to which Chair Demetree answered yes, they are asking us not to take action on the item until the PUD is reviewed. Member Gulliford asked what we have done thus far, to which Chair Demetree advised that CDO Cunio has done extensive research prior to us getting to this point. Vice Chair Barnett asked how long the appeals process takes, and CDO Cunio advised

approximately 30 days – to which Mrs. Barnett then shared that she does not think we should move forward with the proposed lease knowing that the residents claim they did not have knowledge about the proposed intersection light change, giving the homeowners association time to appeal. Member Gulliford disagreed, advising that he does not believe the vote should be postponed at this time.

Chair Demetree then at this point called upon Mr. Taylor to present his New Business item, Submission BD2023-07-02 and, upon motion made by Mr. Gulliford and seconded by Mr. Alfred, the board voted unanimously to approve Submission BD2023-07-02 Ground Lease Agreement between Jacksonville Aviation Authority and Amazon Services, LLC at Jacksonville Executive at Craig Airport.

Report from CEO Evaluation Committee Meeting

Chair Demetree then resumed the agenda order and called upon Mrs. Barnett, Board Vice-Chair/Chair of the CEO Evaluation Committee, to provide a report on her recent committee meeting. Committee Chair Barnett advised that her committee met on July 13, 2023 to hear a mid-year CEO goals status report from CEO VanLoh and that the committee voted to move the report to the board for approval. Board Chair Demetree thanked Committee Chair Barnett for her report and called for a motion to accept the report – upon motion made by Mr. Gulliford and seconded by Mr. Alfred, the board voted unanimously to accept the committee's report.

Chief Executive Officer Report

Chair Demetree called upon Mr. Mark VanLoh to present his CEO report.

Mr. VanLoh introduced each member of the JAA Intern Class of 2023 and advised the board that they are all enjoying their time here learning about the aviation industry.

Next, CEO VanLoh announced new airline service by both American and Breeze.

Mr. VanLoh advised that JAA has a new employee performance review system starting this year.

CEO VanLoh then called upon Mr. Jeff Taylor, Properties Manager, who provided a powerpoint update of our concessions program.

Mr. VanLoh advised that this concluded his CEO report.

Old Business

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

New Business - Submissions

BD2023-07-01

Jeff Taylor, Properties Manager

Food & Beverage Lease and Concession Agreement between Jacksonville Aviation Authority and ABC Wine Bar, LLC at Jacksonville International Airport

Chair Demetree called upon Mr. Taylor to present the submission (he then introduced individuals representing the company that were in attendance at the meeting) and upon motion made by Mr. Hodges and seconded by Mr. Acosta-Rua, the board voted unanimously to approve Submission BD2023-07-01 Food & Beverage Lease and Concession Agreement between Jacksonville Aviation Authority and ABC Wine Bar, LLC at Jacksonville International Airport.

BD2023-07-02

Jeff Taylor, Properties Manager

Ground Lease Agreement between Jacksonville Aviation Authority and Amazon Services, LLC at Jacksonville Executive at Craig Airport

This item was presented earlier in the meeting.

BD2023-07-03

Ross Jones, Chief Financial Officer

Resolution for Implementation of Customer Facility Charge (“CFC”) at Jacksonville International Airport

Chair Demetree called upon Mr. Jones to present the submission and, upon motion made by Mrs. Barnett and seconded by Mr. Acosta-Rua, the board voted unanimously to approve Submission BD2023-07-03 Resolution for Implementation of Customer Facility Charge (“CFC”) at Jacksonville International Airport. Chair Demetree added that we should look at the charge amount annually.

New Business – Award Ratification Submissions

Chair Demetree called upon Procurement Director LeNedda Edwards to recap the five awards above \$1,000,000 (the new threshold amount) needing board ratification, and he called for individual approval of each.

BD2023-07-04AR

Ratification of Award to RS&H, Inc. for Engineering Design and Construction Phase Services for JIA Third Garage

Upon motion made by Mr. Hodges and seconded by Mr. Alfred, the board voted unanimously to approve Award Ratification Submission BD2023-07-04AR, RS&H, Inc. for Engineering Design and Construction Phase Services for JIA Third Garage.

BD2023-07-05AR

Ratification of Award to JD Hinson Company for Modification of Economy Parking Lot 3 at JIA

Upon motion made by Mrs. Barnett and seconded by Mr. Alfred, the board voted unanimously to approve Award Ratification Submission BD2023-07-05AR, JD Hinson Company for Modification of Economy Parking Lot 3 at JIA.

BD2023-07-06AR

Ratification of Award to Baker Constructors, Inc. for JIA Airfield Wetland Mitigation at JIA Runway 26

Upon motion made by Mrs. Barnett and seconded by Mr. Acosta-Rua, the board voted unanimously to approve Award Ratification Submission BD2023-07-06AR, Baker Constructors, Inc. for JIA Airfield Wetland Mitigation at JIA Runway 26.

BD2023-07-07AR

Ratification of Award to Mitigation Solutions, Ltd. for JIA Airfield Wetland Mitigation Credits

Upon motion made by Mr. Gulliford and seconded by Mr. Connell, the board voted unanimously to approve Award Ratification Submission BD2023-07-07AR, Mitigation Solutions, Ltd. for JIA Airfield Wetland Mitigation Credits.

BD2023-07-08AR

Ratification of Award to J. B. Coxwell Contracting, Inc. for Extension of Approach Rd. and Utility Corridor on East Side of Cecil Airport

Upon motion made by Mr. Hodges and seconded by Mr. Gulliford, the board voted unanimously to approve Award Ratification Submission BD2023-07-08AR, J. B. Coxwell Contracting, Inc. for Extension of Approach Rd. and Utility Corridor on East Side of Cecil Airport.

Approval of Minutes

Chair Demetree called for approval of minutes from the May 22, 2023 CEO Evaluation Committee, the May 22, 2023 Finance and Audit Committee, and the May 22, 2023 Board of Directors meetings and upon motion made by Mr. Alfred and seconded by Mr. Acosta-Rua, the board voted unanimously to approve the minutes of all three meetings.

Updates/Other Reports

Financial Update

Ross Jones, Chief Financial Officer

Chair Demetree called upon Mr. Jones to present the financial report for the nine months ended June 30, 2023 and he answered questions about the report (the board had previously received the unaudited financial report for the eight months ended May 31, 2023). Hearing no further comments/questions about the June 30, 2023 financial report, Chair Demetree moved on to the next item.

City Council Update

***Council Vice Pres. Randy White,
Council Liaison***

Chair Demetree, on behalf of the board and staff, congratulated Councilman White on being elected Council Vice President and being reappointed as our Council Liaison – and called upon CVP White for a report. He advised the new council and new Mayor are beginning their work together and there are no negatives or positives to report.

Board Communication

Chair Demetree advised that the next bi-monthly board meeting will be on Monday September 25, 2023 in the Ed Austin Board Room at the JAA Administration Building. He then asked for any other business for discussion - hearing none, he proceeded to adjourn.

Adjournment

There being no further business to come before the JAA Board of Directors, Chair Demetree adjourned the July 27, 2023 meeting at 10:00am.



MINUTES
CEO Evaluation Committee Meeting
JAA Administration Bldg.
3rd Floor Ed Austin Board Room
July 13, 2023/8:00am

Committee Chair Michelle Barnett called the July 13, 2023 CEO Evaluation Committee meeting to order at 8:00am. The following committee members were in attendance at the call to order:

Mrs. Michelle Barnett, Chair
Mr. Fernando Acosta-Rua, Member
Mr. David Hodges, Jr., Member

Also in attendance at the order call were the following JAA staff members:

Mr. Devin Reed, Chief Compliance Officer
Mrs. Melissa Marcha-Lee, Senior Executive Assistant/Recording Secretary

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

Committee Chair Barnett welcomed everyone to the meeting and advised that a voting quorum was present.

Committee Chair Barnett called for public comment, hearing none she moved to the next item.

Committee Chair Barnett advised that the reason for the meeting was to hear a mid-year CEO goals status report from CEO Mark VanLoh. She then called upon Mr. VanLoh, who distributed a written update to the committee members and shared a detailed powerpoint presentation.

Upon conclusion of Mr. VanLoh's report, Committee Chair Barnett asked for comment from the committee. Mr. Acosta-Rua advised that the progress is very exciting and we have great momentum, Mr. Hodges shared he is very pleased so far, and Mrs. Barnett advised it seems that everything is going well – regarding the relocation of JIA employee parking, she asked that Mr. VanLoh be at the parking lot shuttle site the first day to greet everyone as it will be a big adjustment for both JAA and tenant employees. Also, regarding employee/community relationship building, she encouraged him to have an open door to all employees and to make sure to visit all airports often, and to continue his public speaking as it is being well-received.

Committee Chair Barnett then asked Mr. VanLoh if he had any concerns about his new contract that had been previously approved (he advised no issues) and Mr. Reed advised that specific retirement information will be added when obtained and an amendment will be prepared.

Committee Chair Barnett then called for a motion to move the goals mid-year update report to the board for approval and, upon motion made by Mr. Hodges and seconded by Mr. Acosta-Rua, the committee voted unanimously to present it to the board.

There being no further business to come before the CEO Evaluation Committee, Committee Chair Barnett adjourned the meeting at 9:15am.



MINUTES
Board of Directors Meeting
Jacksonville Administration Building
3rd Floor/Ed Austin Board room
May 22, 2023/immediately following the 8:30am
Finance and Audit Committee meeting

Chair of the Board Jay Demetree called the May 22, 2023 Jacksonville Aviation Authority Board of Directors meeting to order at 9:35am. The following board members were present at the call to order:

Mr. Jay Demetree, Chair
Mrs. Michelle Barnett, Vice Chair
Mr. Fernando Acosta-Rua, Treasurer
Mr. Matt Connell, Secretary
Mr. William Gulliford, Member
Mr. David Hodges, Jr., Member
(Mr. Ray Alfred, Member, was absent)

Also present at the call to order were:

Mr. Mark VanLoh, Chief Executive Officer
Mr. Ross Jones, Chief Financial Officer
Mr. Devin Reed, Chief Compliance Officer
Ms. Barbara Halverstadt, Chief Marketing Officer
Mr. Tony Cugno, Chief Operating Officer
Mr. Jay Cunio, Chief Development Officer
Councilman Randy White, JAA City Council Liaison
Mrs. Melissa Marcha-Lee, Senior Executive Assistant/Recording Secretary

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

Welcome, Pledge of Allegiance

Chair Demetree welcomed everyone and announced that a voting quorum was present, he then called upon Mr. Connell to lead everyone in reciting the Pledge of Allegiance.

Report from CEO Evaluation Committee Meeting

Chair Demetree called upon Mrs. Barnett, Board Vice-Chair/Chair of the CEO Evaluation Committee, to provide a report on her recent committee meetings. Committee Chair Barnett advised that her committee met on April 27, 2023 to continue discussion of the CEO contract renewal, and also met just prior to the Finance and Audit Committee meeting today, to finalize the contract, and further advised that the committee voted during the May 22, 2023 meeting to move the final contract to the board for approval. Board Chair Demetree thanked Committee Chair Barnett for her report and called for a motion to accept the report – upon motion made by Mrs. Barnett and seconded by Mr. Acosta-Rua, the six board members in attendance voted unanimously to accept the committee’s report.

Report from Finance and Audit Committee Meeting

Chair Demetree called upon Mr. Acosta-Rua, Treasurer/Chair of the Finance and Audit Committee, to provide a report on his recent committee meeting. Committee Chair Acosta-Rua advised that his committee met prior to this board meeting, at 8:30am, for the purpose of hearing the FY2023-24 budget presentation and voted to recommend the budget to the full board for approval. Chair Demetree thanked Mr. Acosta-Rua for the committee report and called for a motion to accept the report - upon motion duly made by Mrs. Barnett and seconded by Mr. Hodges, the six board members present voted unanimously to approve the Finance and Audit Committee report.

Chair Demetree then called for a motion to approve the first item under the New Business-Submissions section - Board Submission BD2023-05-01, Approval of Operating and Capital Budget of the Jacksonville Aviation Authority for Fiscal Year Commencing October 1, 2023 and Ending September 30, 2024, and upon motion made by Mr. Gulliford and seconded by Mr. Acosta-Rua, the six board members present voted unanimously to approve Submission BD2023-05-01 Approval of Operating and Capital Budget of the Jacksonville Aviation Authority for Fiscal Year Commencing October 1, 2023 and Ending September 30, 2024.

Chief Executive Officer Report

Chair Demetree called upon Mr. Mark VanLoh to present his CEO report.

Mr. VanLoh shared a video showing the construction progress of the Boeing hangar at Cecil Airport, advising it is the last that will be shown for a while as much of the remaining work is taking place inside. Also regarding Cecil Airport, Mr. VanLoh advised that staff recently held a job fair where over 185 job seekers talked with the many tenants looking for employees. At the Spaceport, staff hosted the first hot-fire test attempt for Project Odyssey by Embry-Riddle's Experimental Rocket Propulsion Lab. The team was able to collect data at the all-day event and considered their visit a huge success, they will return at the beginning of the fall semester.

Next, CEO VanLoh advised that animals from a recently-closed zoo in Puerto Rico had to be relocated – an elephant, two hippos and a rhinoceros were transported to JAX on a 747 and then trucked to their final homes in Georgia and Texas.

Mr. VanLoh then shared a great deal of thanks to Mr. Stewart as he was successful with the FL legislature in reducing the amount of awards in the Airport Transparency Law that require separate agenda items – those less an \$1 million will now be ratified on a consent agenda rather than individually.

CEO VanLoh called to the board's attention the capital program for this year, advising that it represents the largest in our history at \$954 million – projects of which will be funded with a combination of grants, debt and cash on hand, the largest being Concourse B, parking expansion and the Boeing facility at Cecil.

Chief Executive Officer Report (cont.)

Mr. VanLoh advised that we recently celebrated the new non-stop flight to Los Angeles on Breeze Airways, and in the next couple of days we will inaugurate their new service to Pittsburgh – bringing the number of non-stop destinations from JAX on Breeze to 10. Further, CEO VanLoh advised that our April seats were up over 18% from last year – the largest contributors were American adding 6500 seats and United 3000 seats during the month.

Lastly, Mr. VanLoh stated that after several years of discussion, United Airlines will locate a maintenance operation at JAX beginning in June – 15-20 full time maintenance technicians will relocate to our area to perform services on their fleet of 737s and Airbus 320s, 24 hours a day.

Mr. VanLoh advised that this concluded his CEO report.

Old Business

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

Public Comment

Chair Demetree advised that no public comments cards had been submitted, and moved to the next agenda item.

New Business - Submissions

BD2023-05-01

**Ross Jones, Chief Financial
Officer**

Approval of Operating and Capital Budget of the Jacksonville Aviation Authority for Fiscal Year Commencing October 1, 2023 and Ending September 30, 2024

This item was presented earlier in the meeting.

BD2023-05-02

**Paul Gerrety, Director Business
Development**

Approval of On-Airport Rental Car Lease and Concession Agreements between the Jacksonville Aviation Authority and Multiple Vendors

Chair Demetree called upon Mr. Gerrety to present the submission and, upon motion made by Mrs. Barnett and seconded by Mr. Hodges, the six board members present voted unanimously to approve Submission BD2023-05-02 Approval of On-Airport Rental Car Lease Agreements between the Jacksonville Aviation Authority and Multiple Vendors.

New Business – Submissions (cont.)

BD2023-05-03

**Jay Cunio, Chief Development
Officer**

Approval of Ground Lease between the Jacksonville Aviation Authority (“JAA”) and RP Perimeter West, LLC (“RPPW”)

Chair Demetree called upon Mr. Cunio to present the submission and, upon motion made by Mr. Gulliford and seconded by Mr. Acosta-Rua, the six board members present voted unanimously to approve Submission BD2023-05-03 Approval of Ground Lease between the Jacksonville Aviation Authority (“JAA”) and RP Perimeter West, LLC (“RPPW”).

BD2023-05-04

**Tony Cugno, Chief Operating
Officer**

Budget Transfer Requests for Jacksonville International Airport and Cecil Airport

Chair Demetree called upon Mr. Cugno to present the submission and, upon motion made by Mr. Hodges and seconded by Mr. Gulliford, the six board members present voted unanimously to approve Submission BD2023-05-04 Budget Transfer Requests for Jacksonville International Airport and Cecil Airport.

New Business – Award Ratification Submissions

Chair Demetree advised there are no awards submissions for board ratification.

Approval of Minutes

Chair Demetree called for approval of minutes from the March 23, 2023 Finance and Audit Committee, the March 27, 2023 Board of Directors and the April 27, 2023 CEO Evaluation Committee meetings and upon motion made by Mr. Gulliford and seconded by Mr. Connell, the six board members present voted unanimously to approve the minutes of all three meetings.

Updates/Other Reports

Financial Update

**Ross Jones, Chief Financial
Officer**

Chair Demetree called upon Mr. Jones to present the financial report for the seven months ended April 30, 2023 and he answered questions about the report (the board had previously received the unaudited financial report for the six months ended March 31, 2023). Hearing no further comments/questions about the April 30, 2023 financial report, Chair Demetree moved on to the next item.

Updates/Other Reports (cont.)

City Council Update

***Councilman Randy White,
City Council Liaison***

Councilman White advised that he is looking for good things from Jacksonville's new Mayor and he will have an update next time.

Board Communication

Chair Demetree advised that the next bi-monthly board meeting will be on Thursday July 27, 2023 (changed from Monday July 25th) in the Ed Austin Board Room at the JAA Administration Building. He then asked for any other business for discussion - hearing none, he proceeded to adjourn.

Adjournment

There being no further business to come before the JAA Board of Directors, Chair Demetree adjourned the May 22, 2023 meeting at 10:15am.

Approved July 27, 2023



MINUTES
CEO Evaluation Committee Meeting
JAA Administration Bldg.
3rd Floor Marketing Conference Room
May 22, 2023/8:00am

Committee Chair Michelle Barnett called the May 22, 2023 CEO Evaluation Committee meeting to order at 8:05am. The following committee members were in attendance at the call to order:

Mrs. Michelle Barnett, Chair
Mr. Fernando Acosta-Rua, Member
Mr. David Hodges, Jr., Member

Also in attendance at the order call were the following board member and JAA staff members:

Mr. Jay Demetree, Chair of the Board
Mr. Devin Reed, Chief Compliance Officer
Mr. Michael May, Vice President Human Resources
Mrs. Melissa Marcha-Lee, Senior Executive Assistant/Recording Secretary

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

Committee Chair Barnett welcomed everyone to the meeting, and advised that a voting quorum was present.

Committee Chair Barnett called for public comment, hearing none she moved to the next agenda item.

Committee Chair Barnett advised that the reason for the meeting was to finalize the CEO contract renewal. She advised that she preferred to do a new contract rather than an amendment, and went through each contract section with input from Mr. Reed. Mr. Reed added that the retirement information Chair Barnett previously requested had just been received and is being reviewed – he requested the committee allow it to be added via an amendment that he will present at a later time, to which the committee agreed.

Committee Chair Barnett next advised that she would like the salary increase portion of the new contract to take effect immediately, to which her committee members agreed.

Lastly, Mrs. Barnett thanked the committee members, and staff, for their input during the process. She then called for a motion to recommend the final contract to the board for approval and, upon motion made by Mr. Acosta-Rua and seconded by Mr. Hodges, the committee voted unanimously to present the final contract to the full board at its meeting later this morning.

There being no further business to come before the CEO Evaluation Committee, Committee Chair Barnett adjourned the meeting at 8:30am.



MINUTES

Finance and Audit Committee Meeting JAA Administration Bldg. 3rd Floor Ed Austin Board Room May 22, 2023/8:30am

Chair of the Finance and Audit Committee Fernando Acosta-Rua called the May 22, 2023 Finance and Audit Committee meeting to order at 8:35am. The following committee members were in attendance at the call to order:

Mr. Fernando Acosta-Rua, Chair
Mr. David Hodges, Jr.
Mr. William Gulliford

Also attending were board members:
Mr. Jay Demetree, Board Chair
Mrs. Michelle Barnett, Board Vice-Chair
Mr. Matt Connell, Board Secretary

Also in attendance at the order call were:
Mr. Mark VanLoh, Chief Executive Officer
Mr. Ross Jones, Chief Financial Officer
Mr. Tony Cugno, Chief Operating Officer
Mr. Devin Reed, Chief Compliance Officer
Mr. Jay Cunio, Chief Development Officer
Ms. Barbara Halverstadt, Chief Marketing Officer
Councilman Randy White, JAA City Council Liaison
Mrs. Melissa Marcha'-Lee, Senior Executive Assistant/Recording Secretary

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

Committee Chair Acosta-Rua welcomed everyone to the meeting, and advised a voting quorum was present.

Committee Chair Acosta-Rua called for any public comment, hearing none he moved to the next agenda item.

Committee Chair Acosta-Rua advised that the reason for the meeting was to hear the presentation of the fiscal year 2023-2024 budget, he then called upon Mr. Jones for the budget presentation. Mr. Jones shared some highlights, detailed activity assumptions, operating and non-operating revenues and expenses, and schedule of positions. Mr. Jones then called upon Mr. Cugno who briefly detailed the capital projects that will be happening during the budget year.



Discussion of the entire budget then ensued, with Messrs. Jones and Cugno answering questions from the committee and board members. Committee Chair Acosta-Rua thanked Messrs. Jones and Cugno for the presentation, and complimented CEO VanLoh and staff on the work done to prepare the budget. He then called for a motion to recommend the budget to the board for approval and, upon motion made by Mr. Gulliford and seconded by Mr. Hodges, the committee voted unanimously to recommend the fiscal year 2023-24 budget to the full board at its meeting which immediately followed this committee meeting.

There being no further business to come before the Finance and Audit Committee, Committee Chair Acosta-Rua adjourned the committee meeting at 9:30am.

Approved July 27, 2023



MINUTES

Nominating Committee Meeting JAA Administration Bldg. 3rd Floor/Ed Austin Board Room September 18, 2023/3:00pm

Nominating Committee Chair Ray Alfred called the September 18, 2023 Jacksonville Aviation Authority Nominating Committee meeting to order at 3:05pm. The following committee members were present at the order call:

Mr. Ray Alfred, Chair
Mr. Matt Connell
Mrs. Michelle Barnett

Also in attendance was Chief Compliance Officer Devin Reed and Recording Secretary Melissa Marcha-Lee.

Committee Chair Alfred welcomed everyone to the meeting and advised that a voting quorum was present. He then called for any public comment and hearing none, he moved to the next agenda item.

Committee Chair Alfred advised that the committee was meeting to discuss and determine a slate of officers for the 2023-2024 board term to be presented to the full board at its September meeting. Discussion ensued, and the following suggested slate of officers for FY2023-24 was proposed: Michelle Barnett/Chair, Matt Connell/Vice Chair, Fernando Acosta-Rua/Secretary, David Hodges, Jr./Treasurer. All three committee members stated they believe it is a very good slate of individuals to continue leading the board in the next year.

Committee Chair Alfred asked Mrs. Marcha-Lee to confirm with the proposed nominees that they will serve if elected.

Committee Chair Alfred asked the committee if there was any further discussion regarding officers and hearing nothing, he called for a vote - upon motion made by Mrs. Barnett and seconded by Mr. Connell, the committee members voted unanimously to approve moving the recommended slate of officers for FY2023-24 to the full board for approval at its September 25, 2023 meeting.

There being no further business to come before the committee, Committee Chair Alfred adjourned the meeting at 3:15pm.



MINUTES

Nominating Committee Meeting JAA Administration Bldg. 3rd Floor/Ed Austin Board Room September 18, 2023/3:00pm

Nominating Committee Chair Ray Alfred called the September 18, 2023 Jacksonville Aviation Authority Nominating Committee meeting to order at 3:05pm. The following committee members were present at the order call:

Mr. Ray Alfred, Chair
Mr. Matt Connell
Mrs. Michelle Barnett

Also in attendance was Chief Compliance Officer Devin Reed and Recording Secretary Melissa Marcha-Lee.

Committee Chair Alfred welcomed everyone to the meeting and advised that a voting quorum was present. He then called for any public comment and hearing none, he moved to the next agenda item.

Committee Chair Alfred advised that the committee was meeting to discuss and determine a slate of officers for the 2023-2024 board term to be presented to the full board at its September meeting. Discussion ensued, and the following suggested slate of officers for FY2023-24 was proposed: Michelle Barnett/Chair, Matt Connell/Vice Chair, Fernando Acosta-Rua/Secretary, David Hodges, Jr./Treasurer. All three committee members stated they believe it is a very good slate of individuals to continue leading the board in the next year.

Committee Chair Alfred asked Mrs. Marcha-Lee to confirm with the proposed nominees that they will serve if elected.

Committee Chair Alfred asked the committee if there was any further discussion regarding officers and hearing nothing, he called for a vote - upon motion made by Mrs. Barnett and seconded by Mr. Connell, the committee members voted unanimously to approve moving the recommended slate of officers for FY2023-24 to the full board for approval at its September 25, 2023 meeting.

There being no further business to come before the committee, Committee Chair Alfred adjourned the meeting at 3:15pm.