



MINUTES
Board of Directors Meeting
JAA Administration Bldg.
3rd FL Ed Austin Board Room
June 3, 2019 (changed from May 25th)
(immediately following the 8:30am Finance & Audit Comm. meeting)

Vice Chair of the Board Russ Thomas (leading the meeting for absent Chair Jay Demetree) called the June 3, 2019 Jacksonville Aviation Authority Board of Directors meeting to order at 9:30am. The following board members were present at the call to order:

Mr. Russ Thomas, Vice Chair
Mr. Ray Alfred, Secretary
Mr. Frank Mackesy, Treasurer
Mr. Pat Kilbane, Member
Mrs. Giselle Carson, Member (*attended via phone*)
(*Absent were Chair Mr. Jay Demetree and Member Mrs. Terri Davlantes*)

Also present at the call to order were:

Mr. Mark VanLoh, Chief Executive Officer
Mr. Rusty Chandler, Chief General Aviation (CGA)
Mrs. Debra Braga, Chief Legal Officer (CLO)
Mr. Richard Rossi, Chief Financial Officer (CFO)
Mr. Tony Cugno, Chief Operating Officer (COO)
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, Announcements, Pledge

Vice Chair Thomas welcomed everyone to the meeting and announced that a quorum was in place, he then called upon Mr. Kilbane to lead the group in reciting the Pledge of Allegiance.

Report from Finance and Audit Committee Meeting

Vice Chair Thomas called upon Board Treasurer/Committee Chair Frank Mackesy to present the report from his committee meeting. Chair Mackesy advised that the committee met for the purpose of hearing the presentation of the Fiscal Year 2019-20 Budget, and voted to recommend the budget to the full board for approval. Upon motion duly made by Mr. Mackesy and seconded by Mr. Alfred, the board members present voted unanimously to approve the Finance and Audit Committee's recommendation that the Fiscal Year 2019-20 Budget be approved.

Vice Chair Thomas thanked Mr. Mackesy for his committee report. He then called for approval of Submission 2019-06-01, Approval of Operating and Capital Budget of Jacksonville Aviation Authority for Fiscal Year Commencing October 1, 2019 and ending September 30, 2020 and

upon motion made by Mr. Mackesy and seconded by Mr. Alfred, the board members present voted unanimously to approve the submission.

Chief Executive Officer Report

Vice Chair Thomas called on Mr. VanLoh for his CEO report – he discussed the following items via a powerpoint recap:

- (1) JAA intern program/introductions
- (2) Checkpoint que
- (3) Parking signs
- (4) Concourse B project
- (5) Escalator
- (6) Moving walkway
- (7) Cecil 737 support
- (8) Cecil tower
- (9) Club Jax opening
- (10) Mother's Day flower giveaway
- (11) National Small Business Week (*discussed by Devin Reed, Procurement Director*)

Mr. VanLoh then advised that this concluded his report.

Old Business

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

New Business **Submissions**

BD2019-06-01

**Ross Jones, Director
of Finance**

Approval of Operating and Capital Budget of Jacksonville Aviation Authority for Fiscal Year Commencing October 1, 2019 and Ending September 30, 2020

This item was presented and approved earlier in the meeting.

BD2019-06-02

**Kimberly Howard, Senior
Manager Aviation Planning**

Accept Joint Participation Agreement for the Cargo Expansion at Jacksonville International Airport

Vice Chair Thomas called upon Mrs. Howard to present the submission and upon motion made by Mr. Alfred and seconded by Mr. Kilbane, the board members present voted unanimously to approve Submission BD2019-06-02, Accept Joint Participation Agreement for the Cargo Expansion at Jacksonville International Airport.

Approval of Minutes

Vice Chair Thomas called for approval of the minutes from the March 25, 2019 Finance and Audit Committee and the March 25, 2019 Board of Directors meetings, and upon motion made by Mr. Kilbane and seconded by Mr. Alfred, the board members present voted unanimously to approve both sets of minutes.

Updates/Other Reports

Financial Update

***Richard Rossi, Chief
Financial Officer***

Vice Chair Thomas called upon Richard to present the financial report for the seven months ended April 30, 2019 - Mr. Rossi advised the April numbers are fantastic and answered questions about the report (Mr. Rossi had previously provided the board with the unaudited financial report for the six months ended March 31, 2019, together with his written summary in memo form). Hearing no further questions about the April 30th financial report, Vice Chair Thomas moved to the next agenda item.

Updates/Other Reports

City Council Update

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

Councilman White did not attend the meeting.

Board Communication

Vice Chair Thomas advised that the next bi-monthly board meeting will be on Monday, July 22, 2019 at 8:30am at the JAA administration building. He then asked if there were any additional items for discussion today - hearing none, he proceeded to adjourn.

Adjournment

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