

**ERIE REGIONAL AIRPORT AUTHORITY
WORK SESSION
Thursday December 17, 2009**

Minutes of a Work Session of the Erie Regional Airport Authority duly posted and advertised. Held in the Conference Room of the International Trade Center located at 3837 West 20th Street in Millcreek Township, Erie County, Pennsylvania.

The Work Session Opened at 11:34 AM

Attendees:

Sumner Nichols	Chris Rodgers	Tim Fitzgerald	Ed Kissell
Frank Stefano	Sheilah Bruno	Tom Paris	
Dale Roth	Mari Anne Clark	Mark Horstman	
Lou Bizzarro	Kim Scharrer	Tim Marton	
Lisa Cappabianca	Ian Bogle	Bill Nichols	
Namon McWilliams	Rick Robie	Sgt. Jason Morell	
Charley Augustine	Irene Seyler	Joe Ceresa	
Janet Anderson	Michelle Magee	Bill Patterson	
Don Wright	Fiore Leone	Tyrone Clark	
Whitey Cleaver	Pat Cappabianca	Bob Spaulding	

Topics of Discussion:

Budget Discussion

Dale Roth said that an issue such as budget review and recommendations should be the responsibility of a Budget Review Committee. The idea of establishing a committee for Budget Review as well as other committees needs to be revisited and considered by this Board. Mr. Nichols and the rest of the Board agreed.

Mr. Roth explained that any budget can be reopened at any time. It is his recommendation that the Board passes the budget as presented today, form a Budget Review Committee to review the proposed budget and report back to the rest of the Board, and reopen the budget for review at a later date once the Budget Review Committee has reviewed the information.

Frank Stefano agreed. The budget presented today is sound. It should be passed today and put in front of a committee for review. The Board can reopen the budget at a later date if need be.

Namon McWilliams commented that it did not make any sense to pass the budget today only to reopen it later.

Mr. Roth explained that the Board does not have a choice. The budget has to be passed today.

Mr. Nichols said that he is not going to stand in the way of this Board, but he will not participate further either.

By-laws Revision Discussion

Mr. Nichols said that he distributed via email to the Board his proposed By-Law revisions. Charley Augustine said that he read the email but is not prepared to vote on any changes today. Mr. Augustine suggested that a By-Law Review Committee be appointed.

Mr. Nichols said that he is not looking for the Board to vote on the changes today. He just wants a discussion today.

Mr. Stefano said that the By-Laws are very unclear on some topics. For instance, no Board Member should instruct an employee to do anything without the concurrence of the entire Board and then we should work through the Executive Director. The Executive Director is to direct the daily operations of the Airport Authority.

Mr. Roth said that much of what the Board discusses at these Work Sessions can be handled by our committees. Let the committees do the work and then report back to the entire Board.

Mr. Nichols instructed Mr. Wright to prepare a resolution for today's meeting to form the following committees: Capital Improvements, Finance, Community Relations including Wall of Fame, Personnel, Facilities and Operations, and By-Laws. Mr. Roth reminded Mr. Nichols that the Board President can appoint committee members.

Pension Discussion

Don Boetger distributed information on the proposed pension plan and explained the changes and associated costs to the Board. He explained that his team worked internally with select staff to come up with a plan that would not cost the Authority much more than it is paying now.

Air Service Report

Mr. Rodgers reported that November 2009 enplanements were up 11.9% over November 2008. Total enplanements year to date are now down just 2.5%. Northwest/Delta continues to be the market share leader. Continental had the largest growth (36.5%) and a market share gain of 5.1 points. Mr. Rodgers reported that US Airways gained market share for the second consecutive month. Mr. Rodgers explained that severe winter weather in December will likely prevent additional traffic recovery.

Runway Update Report

Chris Rodgers announced that the Runway Improvement Project is now moving to the Delta Option (the accelerated schedule). Mr. Rodgers thanked City and County Councils and our State and Federal delegation for their continued support. He added that the FAA's approval of our proposed schedule change (moving the rehab of the existing runway to the end of the project) and the BOA's advancement of capital budget money brought us to this point. Mr. Rodgers reported that the 95% design completion has been submitted. Everything is proceeding as expected to get us to the first bid package letting on May 1, 2010.

Mr. Roth added that we seem to be on schedule. The 95% design drawings will be reviewed. We will hold a meeting with C&S to discuss.

Financial Report/Bills to be Paid

Sheilah Bruno reported a net surplus after debt service of \$6,187 for the month of November. Year to date for 2009, we have a net surplus of \$245,987. Our 2008 year to date surplus was \$184,526. Ms. Bruno reported that we are favorable when compared to budget \$9,320 year to date.

Resolutions**2009-48: 2010 General Operating Budget**

Discussed at the beginning of the Work Session

2009-49: 2010 Capital Budget**2009-50: Approval of Amended Employee Pension Plan**

Discussed earlier in the Work Session

2009-51: Authorization to Establish Committees

Mr. Wright was instructed by the Board to prepare this resolution for consideration at the 1 PM Public Meeting as discussed earlier in the Work Session.

2009-52: Authorize Executive Director to Send Letter to Dick Corp/dck north america, LLC to Hold Further Activities in Abeyance Under the Master Consulting Agreement for Construction Phase Services

Mr. Roth asked Mr. Wright to prepare this resolution for consideration at today's meeting.

Work Session Adjourned: 12:56 PM

Lou Bizzarro, Secretary