

**ERIE REGIONAL AIRPORT AUTHORITY
MEETING
Wednesday, October 26, 2016**

Minutes of a Meeting of the Erie Regional Airport Authority duly posted and advertised, held at the International Trade Center, 3837 West 20th Street in Millcreek Township, Erie County, Pennsylvania.

Attendees:

Christopher Parker	Michelle Magee	Dana Young, FAA AT
Namon McWilliams	Sheilah Bruno	Joe Ceresa, NCA
David Hallman, Jr.	Ian Bogle	Greg Hayes, NCFS
Daniel Giannelli	Kim Scharrer	Val Myers, Erie Times
Andrea Zdaniewski	Irene Seyler	Dawn Spence, Michael Baker
Charles Augustine	Crystal Nye	
Patrick Cappabianca	Jennifer Gornall	
William Jerin	George Doughty	

Opened: 3:02 pm

Board President Christopher Parker opened the meeting with the Pledge of Allegiance to the Flag of the United States of America.

Approval of Agenda:

Namon McWilliams moved and Patrick Cappabianca seconded. Approved by Yeas: Christopher Parker, Charles Augustine, Namon McWilliams, Patrick Cappabianca, David Hallman, Jr., William Jerin, and Andrea Zdaniewski.

Approval of Minutes:

Board Meeting- September 28, 2016 and Special Board Meeting- October 12, 2016

Namon McWilliams moved and Andrea Zdaniewski seconded. The meeting minutes were approved by Yeas: Christopher Parker, Charles Augustine, Namon McWilliams, Patrick Cappabianca, David Hallman Jr., William Jerin, and Andrea Zdaniewski.

Public Comments:

As he did last month, Greg Hayes of the North Coast Flight School invited the Board Members to visit the Flight School.

Committee Reports:

Finance Committee- Board President, Christopher Parker reported that the Finance Committee held a meeting on Tuesday, October 25, 2016. The cash forecast, finance report, capital fund transactions, bills to be paid, and expense reports were reviewed with no issues.

The committee recommends to the Board the approval of the October bills to be paid. Patrick Cappabianca moved and Daniel Giannelli seconded. Approved by

Yeas: Christopher Parker, Charles Augustine, Namon McWilliams, Patrick Cappabianca, David Hallman, Jr., William Jerin, and Andrea Zdaniewski.

Sheilah Bruno reported a surplus of \$16,976 for the month of September which brings our year to date surplus to \$217,873. Year to date we are favorable to budget \$204,591.

Personnel Committee- Committee Chair Namon McWilliams reported that the Personnel Committee held a meeting on Tuesday, October 25, 2016. The Committee held an Executive Session during the meeting to discuss a personnel matter. Mr. McWilliams reported that the Personnel Committee recommends to the full board the ratification of the Interim Executive Director's employment agreement.

Community Relations Committee- Committee Chair Charles Augustine reported that the Community Relations Committee held a meeting on Tuesday, October 25, 2016. The Committee reviewed the list of proposed sponsorships/memberships for 2017. The Committee's recommendations will be included in the 2017 budget.

Unfinished Business:

Mr. Parker asked for a motion to ratify the employment contract for Interim Executive Director George Doughty. Charles Augustine moved and Patrick Cappabianca seconded. Approved by Yeas: Christopher Parker, Charles Augustine, Namon McWilliams, Patrick Cappabianca, David Hallman, Jr., William Jerin, and Andrea Zdaniewski.

Daniel Giannelli arrived at 3:11 pm.

Resolutions

Resolution 2016-16- Replacement Boiler

Ms. Bruno explained that the Authority has gone out for public bid for the replacement of the terminal building boiler. Approval of this resolution authorizes Airport Administration to award the bid to the lowest responsible bidder per the recommendation and advice of the Authority's Solicitor and Engineer.

Namon McWilliams made a motion for approval and Charles Augustine seconded.

Approved by Yeas: Christopher Parker, Charles Augustine, Namon McWilliams, Daniel Giannelli, Patrick Cappabianca, David Hallman, Jr., William Jerin, and Andrea Zdaniewski

Resolution 2016-17- Approval of Gift Agreement with Edinboro University

Ms. Bruno explained that this resolution approves the agreement with Edinboro University to give \$1,000 in years 2016, 2017, and 2018 to support the Erie Airport Porreco Flight Scholarship.

Charles Augustine made a motion for approval and Namon McWilliams seconded.

Approved by Yeas: Charles Augustine, Daniel Giannelli, Namon McWilliams, Patrick

Cappabianca, David Hallman, Jr., William Jerin, Andrea Zdaniewski, and Christopher Parker.

Executive Director's Report

George Doughty shared how happy he is to be at ERI. Staff has been very helpful.

Mr. Doughty reported that we have temporarily lost 1 flight to Philadelphia on American. It does not appear to be a permanent reduction. It is expected to return to the schedule in February 2017. Mr. Doughty stated that ERI's number one priority is air service. We are currently no moving forward with our contract with Boyd and Spring O'Brien on the 5 year repositioning plan as we redirect efforts to air service. Mr. Doughty reported that the Master Plan Update is moving forward with no changes to the schedule at this time.

Patrick Cappabianca made a motion to adjourn and William Jerin seconded. Approved by Yeas: Christopher Parker, Charles Augustine, Daniel Giannelli, Namon McWilliams, Patrick Cappabianca, David Hallman, Jr., William Jerin, and Andrea Zdaniewski.

Adjournment: 3:19 PM

Namon McWilliams, Secretary