

**ERIE REGIONAL AIRPORT AUTHORITY
MEETING
Wednesday, October 25, 2017**

Minutes of a Meeting of the Erie Regional Airport Authority duly posted and advertised, held in the Board Room in the terminal of the Erie International Airport, Tom Ridge Field, 4411 West 12th Street in Millcreek Township, Erie County, Pennsylvania.

Attendees:

Christopher Parker	George Doughty	Greg Hayes, NCFS
Charles Augustine	Michelle Magee	Liz Allen, City Council Candidate
Namon McWilliams	Sheilah Bruno	
Andrea Zdaniewski	Ian Bogle	
Patrick Cappabianca	Bill Banister	
William Jerin	Irene Seyler	
Jennifer Gornall	Kim Scharrer	
	Crystal Nye	

Participated by Phone: Daniel Giannelli

Opened: 3:03 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:

Mr. Parker asked for a motion to approve the agenda. Namon McWilliams moved and Patrick Cappabianca seconded. Approved by Yeas: Christopher Parker, Charles Augustine, Daniel Giannelli, Namon McWilliams, Patrick Cappabianca, William Jerin, and Andrea Zdaniewski.

Approval of Minutes:

Board Meeting- September 28, 2017

Charles Augustine moved to approve the minutes and Patrick Cappabianca seconded. Approved by Yeas: Christopher Parker, Charles Augustine, Daniel Giannelli, Namon McWilliams, Patrick Cappabianca, William Jerin, and Andrea Zdaniewski.

Public Comments:

There were no Public Comments.

Committee Reports:

Finance Committee- Finance Committee Member William Jerin reported that the Finance Committee held a meeting on Tuesday, October 24, 2017. During the meeting, the committee reviewed the Cash Forecast, Finance Report, Capital Fund Transactions, Bills to be Paid, and Expense Reports.

Mr. Jerin stated that the Committee recommends approval of the October bills to be paid. William Jerin moved and Charles Augustine seconded. Approved by

Yeas: Christopher Parker, Charles Augustine, Daniel Giannelli, Namon McWilliams, Patrick Cappabianca, William Jerin, and Andrea Zdaniewski.

New Business

Mr. Parker appointed the Nominating Committee to prepare the 2018 Slate of Officers. The Committee will consist of Charles Augustine, Namon McWilliams, Andrea Zdaniewski, and Daniel Giannelli. Mr. Augustine asked that Board Members interested in holding a Board officer position in 2018 should contact himself or a member of the Nominating Committee. The Board will consider the Slate of Officers at the January Board Meeting.

Liaison Comments

There were no liaisons present.

Board Member Comments

There were no Board Member Comments.

Executive Director's Report

Air Service-

Mr. Doughty reported the following:

- Delta planned to reduce departures per day from three to two beginning in December and extending into next year. We are now being told that this will not happen. Delta's published schedule through March shows a continuation of three flights per day.
- American plans to go down to one flight per day for approximately four weeks beginning in November. The American schedule is expected to return to 2 flights per day beginning in mid-December. These two flights will be regional jets as the Dash 8 is being phased out adding more seats out of ERI.

Activities Report-

Mr. Doughty praised Michelle Magee and Bill Banister for their continued efforts with the ERI Café upgrades including painting and installation of a large screen TV in the bar area.

Mr. Doughty reported that Sheilah and staff are finalizing the 2018 budget. The budget will be made available to the Board on November 1, 2017. Mr. Parker added that he would coordinate budget review meeting with Finance Committee Chair David Hallman with review meeting information to the Board to follow.

Mr. Doughty provided an update on the roof replacement bids that were opened on Monday. The bids all exceeded the amount available in the grant. Our engineers are reviewing the specifications. We are also looking at an additional grant (with a decision date in December).

Mr. Doughty announced that Bill Banister will be holding the annual winter operations meeting with airport tenants on Thursday and staff on Friday.

At the request of Ms. Zdaniewski, Mr. Doughty provided an update on food service in the Boarding area.

The Board discussed the ongoing issue of the nationwide pilot shortage. Greg Hayes of the North Coast Flight School provided additional information on how flight schools around the country are working with the airlines. His school is currently in discussion with American Airlines. Mr. Hayes added that he is willing to do what he can to keep programs at ERI, but he needs financial assistance. He asked how much does the flight school matter to the airport.

Ms. Magee reminded the Board that the November and December board meetings are a week earlier due to the holidays, November 15th and December 20th respectively.

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

Adjournment: 3:21 PM

The Board met in an Executive Session after Adjournment to discuss a personnel matter.

Namon McWilliams, Secretary