

**ERIE REGIONAL AIRPORT AUTHORITY**  
**MEETING**  
**Wednesday, May 25, 2016**

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

**Attendees:**

Christopher Parker	Michelle Magee	Ed Kissell
Frank Stefano	Sheilah Bruno	Dana Young
Patrick Cappabianca	Irene Seyler	Dawn Spence
David Hallman, Jr.	Kim Scharrer	
Daniel Giannelli	Ian Bogle	
Jennifer Gornall	Crystal Nye	

Board President, Chris Parker opened the meeting at 3:00 pm with the Pledge of Allegiance.

**Approval of Agenda:**

Mr. Parker asked for a motion to approve the agenda as presented. Frank Stefano moved and Patrick Cappabianca seconded. The agenda was approved by Yeas: Christopher Parker, Daniel Giannelli, Frank Stefano, Patrick Cappabianca, and David Hallman, Jr..

**Approval of Minutes:**

Board Meeting- April 28, 2016

Frank Stefano moved and Daniel Giannelli seconded. The meeting minutes were approved by Yeas: Christopher Parker, Daniel Giannelli, Frank Stefano, Patrick Cappabianca, and David Hallman, Jr.

**Public Comments:**

Based on an inquiry from Ed Kissell, Sheilah Bruno confirmed that the mitigation work still remaining on the runway improvement project will cost close to \$1 million. She further explained that the site for the mitigation has not yet been selected.

**Committee Reports:**

Finance Committee- Finance Committee Member, Dan Giannelli reported that the Finance Committee held a meeting on Tuesday, May 24, 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 bills to be paid. Frank Stefano moved and Patrick Cappabianca seconded. Approved by Yeas: Christopher Parker, Daniel Giannelli, Frank Stefano, Patrick Cappabianca, and David Hallman, Jr.

Sheilah Bruno reported a surplus of \$46,156 for the month of April bringing our year to date surplus to \$32,452. Year to date we are favorable to budget \$118,316.

**Resolutions:**

Resolution 2016-07 Authorize Executive Director to Accept and Execute FAA Grant Offer

Ms. Bruno explained that this is grant money is for Phase II of the Master Plan and will complete the funding for this effort. We have been data gathering since December. We are currently setting up advisory committees to aid the effort.

The Master Plan once complete will be our forecast for the next 20 years.

Frank Stefano moved and Daniel Giannelli seconded. Approved by Yeas: Christopher Parker, Daniel Giannelli, Frank Stefano, Patrick Cappabianca, and David Hallman, Jr.

**New Business**

Ms. Bruno reported that the Boyd Group and Spring O'Brien will begin work on our 5 year market repositioning program once work on ERI's traffic forecast necessary for the Master Plan Update effort is complete. The money for this was moved from General Operating to Capital Reserve and will remain there until needed.

**Executive Director's Report**

Ms. Bruno reported that ERI saw very little change in traffic from March to April. ERI enplanements declined slightly to a year to date dip of .6 points.

Frank Stefano made a motion to adjourn and Daniel Giannelli seconded. Approved by Yeas: Christopher Parker, Daniel Giannelli, Frank Stefano, Patrick Cappabianca, and David Hallman, Jr.

**Adjournment: 3:06 PM**

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Namon McWilliams, Secretary