

**ERIE REGIONAL AIRPORT AUTHORITY
MEETING
Thursday June 23, 2011**

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.

Opened: 3:00 PM

Attendees:

Janet Anderson	Chris Rodgers	Tyrone Clark, MGC Erie
Lisa Cappabianca	Sheilah Bruno	Ken Olup, Hill International
Lou Bizzarro	Mari Anne Clark	Valerie Myers, Erie Times
Chris Parker	Kim Scharrer	Ed Kissell, public
Namon McWilliams	Irene Seyler	
Charles Augustine	Rick Robie	
Don Wright	Jason Morell	

*Board President Frank Stefano, President Pro Tem Kathleen Horan and Board Member Mary Tseng were not in attendance. Board Member Charles Augustine arrived at 3:03 PM.

Board Vice President, Janet Anderson opened the meeting with the Pledge of Allegiance.

Approval of Agenda:

Namon McWilliams moved and Lou Bizzarro seconded.

The agenda as presented was approved by Yeas: Janet Anderson, Lisa Cappabianca, Lou Bizzarro, Namon McWilliams, and Chris Parker

Approval of Minutes:

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Chris Parker moved and Namon McWilliams seconded.

The minutes were approved by Yeas: Janet Anderson, Lisa Cappabianca, Lou Bizzarro, Namon McWilliams, and Chris Parker

Committee Reports:

- ✓ Finance Committee- Lisa Cappabianca reported the committee met on June 21, 2011. Ms. Cappabianca stated that the committee reviewed expense reports and the bills to be paid. Namon McWilliams made a motion to approve the bills to be paid. Chris Parker seconded. Approved by Yeas: Janet Anderson, Lisa Cappabianca, Loy Bizzarro, Namon McWilliams, and Chris Parker

- ✓ Personnel Committee- Namon McWilliams reported that the he and Lisa Cappabianca met briefly in Executive Session to discuss personnel issues on June 21, 2011.

Unfinished Business:

- Electronic Communication (use of notebooks for Board electronic access to board packets and attachments)

Chris Rodgers explained that VNET would be in attendance at the July Board Meeting with a demonstration for the Board.

Executive Director's Report:

- Air Service Report
Mr. Rodgers will distribute this report at a later date.
- Runway Project Report
Ken Olup of Hill International provided the project update to the Board. With Bid Package #1: the wetland mitigation is substantially complete. The contractor is working on road clean up and repair around the wetland site. The relocation of Bid Package #1 utility lines is now complete. With Bid Package #2: Mr. Olup reported that Kirila Construction was issued a notice to proceed on June 1, 2011. Some embankment work has already begun.
Tyrone Clark reported that a kick off meeting pertaining to Zone 3 land acquisition was held earlier today.
- Activities Report
Mr. Rodgers reported that Greg Hayes of the North Coast Flight School will host an event on July 23 with the Tuskegee Airmen. This special event is open to the public.
Mr. Rodgers announced that the airport will be participating in some special National Aviation Day events on Friday August 19th. There will be a series of activities for the Boy Scouts and they will have the opportunity to earn the aviation merit badge. EMTA has graciously agreed to provide a trolley for the event.
Mr. Rodgers stated that this year's Wall of Fame, Famous Erie Aviator unveiling ceremony will also be held on Friday August 19th in the morning. More details to follow.
Mr. Rodgers announced that we will also host a family picnic and movie for badged airport employees. Invitations will go out soon.

Namon McWilliams moved for adjournment and Lou Bizzarro seconded.

Adjournment was approved by Yeas: Janet Anderson, Lisa Cappabianca, Lou Bizzarro, Charles Augustine, Namon McWilliams, and Chris Parker.

Adjournment: 3:14 pm

****The ERAA Board entered into an Executive Session to discuss legal and personnel issues immediately following the close of the Regular Board Meeting.*

Lou Bizzarro, Secretary