

**ERIE REGIONAL AIRPORT AUTHORITY
MEETING
Thursday, June 26, 2014**

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:

Frank Stefano	Chris Rodgers	Kevin Graham, Hill International
Charles Augustine	Ian Bogle	Ed Kissell
Mary Tseng	Michelle Magee	
Namon McWilliams	Sheilah Bruno	
Patrick Cappabianca	Crystal Nye	
Luvennise Gamble	Kim Scharrer	
Don Wright	Bill Nichols	

Participated by phone: Christopher Parker

Board President, Frank Stefano opened the meeting at 2:00 pm with the Pledge of Allegiance.

Approval of Agenda:

Frank Stefano asked for a motion to approve the agenda as presented.

Namon McWilliams moved and Mary Tseng seconded.

The agenda was approved by Yeas: Frank Stefano, Charles Augustine, Christopher Parker, Mary Tseng, Namon McWilliams, Patrick Cappabianca, and Luvennise Gamble.

Approval of Minutes:

Board Meeting- May 22, 2014

Charles Augustine moved and Patrick Cappabianca seconded. The minutes were approved by Yeas: Frank Stefano, Charles Augustine, Christopher Parker, Mary Tseng, Namon McWilliams, Patrick Cappabianca, and Luvennise Gamble.

Committee Reports:

Finance Committee- Committee Chair Chris Parker reported that the Finance Committee held a meeting on Tuesday, June 24, 2014. The committee reviewed the cash forecast, financial report, bills to be paid, and expense reports. Mr. Parker reported that the committee recommends the approval of the bills to be paid. Mary Tseng moved and Namon McWilliams seconded. Approved by Yeas: Charles Augustine, Christopher Parker, Mary Tseng, Namon McWilliams, Patrick Cappabianca, Luvennise Gamble, and Frank Stefano.

Sheilah Bruno reported a small deficit after debt service of \$26,459 for the month of May. Year to date we are favorable to budget \$75,390.

Community Relations Committee- Committee Chair Charles Augustine reported that the Community Relations Committee held a meeting on Tuesday, June 24, 2014 to discuss the Wall of Fame mural and display relocation. Mural artist Ehren Knapp attended the meeting to discuss his draft sketches. Mr. Augustine reported that after reviewing the sketches, the Committee agreed on a concept and next steps for the mural. Mr. Rodgers shared information on the concept chosen by the Community Relations Committee. The Board is excited about the concept and looks forward to next steps.

New Business:

Mr. Rodgers reported that on June 25th, he gave a presentation about the airport and air service to the Pennsylvania Foreign Direct Investment Representatives through the Northwest Commission. The presentation will be uploaded to SharePoint.

Post meeting note: this presentation was uploaded to SharePoint July 10, 2014.

Executive Director's Report:

- Air Service Report

Mr. Rodgers reported that May enplanements were the highest so far this year with year to date enplanements improving slightly to -5.9% compared to year to date 2013.

Mr. Rodgers provided information on the Delta Erie to Atlanta flight that has been added for 13 days beginning in late December. Mr. Rodgers explained that often times at airports of our size an airline will add a flight or 2 a day temporarily to try to capture leisure travelers when business travel typically ceases around the December holiday season. The runway extension has made it possible for ERI to be considered for this additional service.

Mr. Rodgers thanked the Board and staff for their support of the June 5th ribbon cutting ceremony to commemorate United's new jet service from Erie to Chicago. The flight has been well received.

- Runway Report

Mr. Rodgers reported that the final phase of the project is underway with construction work expected to start soon.

- Activities Report

Mr. Rodgers provided an update on a recent County Council Finance Committee meeting he attended with Chris Parker and Sheilah Bruno. County participants included Kyle Foust, Fiore Leone, Phil Fatica, Sue Ellen Pasquale, Joe Maloney, and Jim Sparber. The next County meeting will be in September.

Mr. Rodgers provided an update on our KOZ efforts. Staff continues to work with the Knox Firm on tax exemption for the 3 airport owned parcels in question.

Mr. Rodgers reported that our Part 139 annual safety inspection is scheduled for July 14, 2014.

Mr. Stefano shared a story of his mother's recent experience at the Erie Airport.

Mr. Stefano complimented the Airport Police Department in particular for its professional and courteous officers.

Charles Augustine moved for adjournment and Namon McWilliams seconded.

Approved by Yeas: Frank Stefano, Charles Augustine, Christopher Parker, Mary Tseng, Namon McWilliams, Patrick Cappabianca, and Luvenise Gamble.

Adjournment: 2:36 PM

Lou Bizzarro, Secretary