



### **Approval of Minutes:**

Board Meeting- July 25, 2018 and Special Board Meeting- August 15, 2018

Mr. Parker asked for a motion to approve both sets of minutes together. Namon McWilliams moved and Patrick Cappabianca seconded. Approved by Yeas: Christopher Parker, Charles Augustine, Daniel Giannelli, Namon McWilliams, Gregory Hayes, Patrick Cappabianca, and Marybeth Smialek.

### **Committee Reports:**

Finance Committee- Finance Committee member Marybeth Smialek reported that the Committee held a meeting on Tuesday, August 21, 2018. The Committee reviewed the Cash Forecast, Finance Report, Capital Fund Transactions, Bill to be Paid, and Expense Reports with no concerns. Ms. Smialek stated that the Committee recommends approval of the Bills to be Paid. Patrick Cappabianca moved and Namon McWilliams seconded. Approved by Yeas: Charles Augustine, Daniel Giannelli, Namon McWilliams, Gregory Hayes, Patrick Cappabianca, and Marybeth Smialek.

In the absence of Chief Financial Officer James Pacansky, Sheilah Bruno reported a net surplus for the month of July of \$60,411. Year to date, we are \$176,075 favorable to budget. Ms. Bruno added that year to date revenue is \$25,682 favorable to budget and expenses are \$150,393 favorable to budget.

### **New Business**

There was no New Business brought forth.

### **Liaison Comments**

Erie County Council Liaison Kathy Fatica shared that she has been using the airport quite a bit lately; either flying in and out herself or picking up visitors. She has been hearing very positive feedback regarding this airport. Ms. Fatica announced that she has found a replacement for Mr. Augustine when he terms out at the end of December. She introduced Aaron Susmarski as Mr. Augustine's replacement.

Erie City Council Liaison Cas Kwitowski was present, but had no comment.

### **Board Member Comments**

Mr. Hayes thanked Airport Police and North Coast Air for their support over the past weekend during the Flight School's open house and hangar dance. The World War II themed weekend was a big success.

Mr. Cappabianca welcomed new Executive Director Derek Martin. He thanked the staff and board for their hard work during the process of hiring an Executive Director. Mr. McWilliams agreed with Mr. Cappabianca; he was very pleased with the recruitment and interview process. Derek Martin stated he is excited for this opportunity; Mr. Cappabianca said he will love Erie!

## **Executive Director's Report**

Mr. Martin reported on the following:

- enplanements are up 5.7% over the same period last year. Continued growth in August is expected
- the grant for the engineer's piece of Snow Removal Equipment (SRE) building design was received today
- our Master Plan Update is at the FAA for review
- he will meeting with the FAA ADO in Harrisburg on September 4<sup>th</sup> to review our Airport Capital Improvement Plan (ACIP) as more funding is available
- staff will begin the effort of renewing our Articles of Incorporation that will expire in June 2019
- we are still negotiating the Airline Operating Agreements (AOAs) and FAA lease
- James Pacansky has started budget preparation
- the roof replacement project is expected to be completed in September, airfield line painting is expected to be completed this week weather permitting, and we will be opening bids for the taxiway A work on August 24, 2018

Namon McWilliams made a motion to adjourn and Patrick Cappabianca seconded.  
Approved by Yeas: Christopher Parker, Charles Augustine, Daniel Giannelli, Namon McWilliams, Gregory Hayes, Patrick Cappabianca, and Marybeth Smialek.

**Adjournment: 12:22 PM**

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Namon McWilliams, Secretary