

## **Minutes of the Regular Meeting of the Syracuse Regional Airport Authority January 15, 2016**

Pursuant to notice duly given and posted, the regular meeting of the Syracuse Regional Airport Authority was called to order on Friday, January 15, 2016 @ 12:10 p.m. in the Syracuse Regional Airport Authority Board Room located in the Syracuse Hancock International Airport by Chair, Mr. William Fisher.

### **Members Present:**

Mr. William Fisher-Chair  
Hon. Khalid Bey  
Dr. Shiu-Kai Chin  
Mr. Patrick Mannion  
Mr. Michael Quill  
Ms. Beth Rougeux  
Ms. Irene Scruton  
Mr. Bill Simmons

### **Members Absent:**

Dr. Donna DeSiato  
Mr. John B. Johnson Jr

### **Also Present:**

Ms. Christina Callahan  
Mr. Trent Amond  
Ms. Cheryl Herzog  
Ms. Patty Jeschke  
Ms. Heather Malinowski  
Ms. Linda Ryan  
Ms. Jennifer Sweetland  
Mr. R. John Clark  
Hon. Morris Sorbello (RAB)  
Mr. Gary Robb (RAB)

### **Roll Call**

As noted, all Board members were present, except for Dr. Donna DeSiato and Mr. John B. Johnson Jr.

### **Reading and Approval of the Minutes**

A motion was made by Mr. Mannion and seconded by Ms. Rougeux and was unanimously approved to accept the minutes from the November 13, 2015 meeting.

The motion was approved 8 ayes, 0 nays.

**Executive Director Introduced New Authority Employee** – Patty Jeschke, Executive Assistant. Ms. Jeschke will be overseeing the Board minutes, preparing for Board meetings, etc.

### **Executive Director’s Report**

*Ms. Callahan reviewed her report that was included in the meeting packet.*

- *Ms. Callahan explained that the Authority had 6 Foil Requests and all were approved. Ms. Rougeux asked what the Foil requests were related to. Ms. Callahan shared list.*
- *Ms. Callahan explained that the Authority is considering replacing the “Syracuse” sign that is displayed on the exterior of the South Concourse. It is from original building and has become very expensive to maintain. The proposal is to bring the existing sign indoors and use it as a museum piece, replacing it with an LED sign. Ms. Rougeux asked if LED would look like the original. Ms. Callahan said we would try to mimic. Ms. Rougeux asked where it would be displayed. Ms. Callahan said that was yet to be determined. Mr. Simmons asked how much it has been to maintain. Ms. Callahan replied about \$25,000-30,000 every two years. Chair Fisher suggested that someone also let Mayor Miner know that this is being considered. Ms. Rougeux volunteered to talk to Mayor. Dr. Chin asked for confirmation that the design would re-create the original look, as opposed to rebranding. Ms. Callahan explained rebranding was not the initial plan – unless the Board feels differently. Ms. Callahan said the concern is to preserve sign. Ms. Callahan thanked the Board for its input and stated that she will present additional information regarding this proposal at a future next meeting. Ms. Callahan requested that if the Board has any ideas between now and then, please email her.*

### **New Business**

- **Resolution #1- Resolution Adopting Policy for Members Regarding Written and Electronic Communications Concerning the Syracuse Regional Airport Authority** was moved by Mr. Simmons and seconded by Ms. Scruton and was unanimously approved.

The resolution was presented by Chair Fisher.  
There was no further discussion regarding the resolution.  
The resolution was adopted: 8 ayes, 0 nays

- **Resolution #2 – Resolution Adopting Procedure for Public Access to Records of the Syracuse Regional Airport** was moved by Mr. Bey and seconded by Ms. Rougeux and was unanimously approved.

The resolution was presented by Ms. Callahan  
There was no further discussion regarding the resolution.

The resolution was adopted: 8 ayes, 0 nays

- **Resolution #3 – Resolution Adopting Syracuse Regional Airport Authority Board Development Committee Charter** was moved by Dr. Chin seconded by Ms. Rougeux and was unanimously approved

The resolution was presented by Chair Fisher

*Chair Fisher explained to the Board that at the last Governance meeting there was discussion about a Board Development Committee that would focus on helping individual Board members develop their skills, as well as look at Board Committee and Committee leadership assignments and succession issues. Chair Fisher explained that he would like to see a succession plan put into place for the Board Chair position and have the Board be involved with the Mayor in the selection process. Chair Fisher stated if we do it through a standing committee, charged with thinking about succession planning, and we do it once, when succession comes up again we have a process that the Mayor is familiar with along with the community. Ms. Scruton added that the Committee Charter was drafted by legal counsel and she clarified that it would not be an Executive Committee. Ms. Scruton stated that working to delineate the interface between the Governance Committee and the Board Development Committee would be a part of the future meetings for both Committees.*

There was no further discussion regarding the resolution.

The resolution was adopted: 8 ayes, 0 nays

- **Resolution #4 – Resolution Appointing Dr. Shiu-Kai Chin as Finance Officer of the Syracuse Regional Airport Authority** was moved by Mr. Mannion and seconded by Ms. Scruton and was unanimously approved

The resolution was presented by Ms. Callahan

There was no further discussion regarding the resolution.

The resolution was adopted: 7 ayes, 0 nays, 1 abstain

### **Standing Committee Reports/Supporting Materials/Correspondence**

Chair Fisher asked the Board if anyone had any discussion regarding this agenda item. No one had anything further to discuss.

## **Old Business**

Chair Fisher motioned to go into executive session to discuss the following matters pertaining to endangerment of public safety, if disclosed; proposed, pending or current litigation; financial credit and employment history of a particular person or corporations; proposed lease of real property of Authority. The motion was approved by Chair Fisher and seconded by Ms. Rougeux. Board members, Ms. Callahan, Mr. Amond, and Mr. R. John Clark went into executive session at 12:54 p.m.

Executive session ended at 2:34 p.m. No action was taken.

## **Adjournment**

A motion was made by Ms. Scruton and seconded by Mr. Mannion to adjourn the meeting.

The motion was approved: 8 ayes, 0 nays

The meeting was adjourned at 2:35 p.m.