

**REGULAR MEETING OF THE BOARD OF COMMISSIONERS
OF THE
GREATER ROCKFORD AIRPORT AUTHORITY**

A Regular Meeting of the Board of Commissioners of the Greater Rockford Airport Authority was held on Thursday, November 21, 2019 in the Greater Rockford Airport Authority Auditorium, 60 Airport Drive, Rockford, IL.

Chairman Cicero called the meeting to order at 5:08 p.m.

Commissioners & Legal Counsel	Present	GRAA Staff	Present	Guests/Other Staff
Pat Agnew	X	Mike Dunn	X	ARFF
Paul Cicero	X	Shelly Cassaro	X	Chris Fisher – GRAA
K. Edward Copeland	X	Kathy Bruggeman	X	Tadd Varney - GRAA
Tom Dal Santo		Zack Oakley	X	
Pat Derry		Jeff Polsean	X	
Tonya Lamia		Matt Zinke	X	
Tom Myers	X	Seth Nygren	X	
Tom Lester – legal counsel	X	Tracey Halbrader	X	
		Chip Geiger		

A motion was made by Commissioner Agnew, seconded by Commissioner Myers and was unanimously approved to accept the minutes of the October 24, 2019 Regular Board Meeting. A motion was made by Commissioner Agnew, seconded by Commissioner Myers and was unanimously approved to accept the minutes of the October 17, 2019 Planning & Finance Committee Meeting.

STAFF REPORTS:

Jeff Polsean – Economic Development Manager reported the following:

- New gate seating rows are assembled and located in Gate 3 and 4.

Shelly Cassaro – Deputy Director of Finance and Administration reported the following:

- Monthly financial report through October
 - At-a-glance, Operating revenue/expenses, non-Operating revenue/expenses
- Distributed the Financial Budget book
- Distributed the Comprehensive Annual Financial Report

Zack Oakley - Deputy Director of Operations and Planning reported the following with a PowerPoint presentation:

- Monthly enplanements for Allegiant and Apple Vacations. There was an increase in June and July due to new Destin, FL.
- Month-to-month and year-to-year statistics.
- Load factors for each destination
- Seats by destination
- Current passengers to date

Mike Dunn, Executive Director reported the following:

- The flag dedication and memorial event was a success. Compliments to the Maintenance Staff for their work on this project. This new display is part of the Terminal Landscaping project.
- We hosted a visit from Leipzig Airport this week to further discuss our partnership.

OLD BUSINESS: None

NEW BUSINESS: None

PUBLIC COMMENT: None

RESOLUTIONS & ORDINANCES:

Commissioner Agnew motioned to approve **Resolution #19-47** approving the Planning & Finance and Regular Board of Commissioners meeting schedule for FYE2020. The motion was seconded by Commissioner Myers and unanimously approved.

Commissioner Agnew motioned to approve **Resolution #19-48** approving the Employee Holidays for calendar year 2020. The motion was seconded by Commissioner Copeland and unanimously approved.

Commissioner Agnew motioned to approve **Resolution #19-50** approving an amendment to the lease with Kaney Aviation Properties, LLC. for 5181 Falcon Road, Rockford, IL. and assignment of said lease to Montel Aviation, LLC. The motion was seconded by Commissioner Myers and unanimously approved.

There being no further business, Commissioner Myers motioned to adjourn. The motion was seconded by Commissioner Agnew and was unanimously approved. The meeting adjourned at 5:56 pm.