

December 1, 2009
REGULAR MONTHLY BOARD MEETING
Chris Holman, Chairman

BOARD MEMBERS PRESENT: Chris Holman, Paul Hufnagel (4:04 pm), Victor Celentino, Charles Moore, Todd Cook and Calvin Lynch (4:05 pm).

MANAGEMENT, STAFF AND EMPLOYEES PRESENT: Bob Selig, Mike Daigle, Dale Feldpausch, Dan Otto, Nicole Noll-Williams, Brent Case, Tom Coe, Kim Daman, Kevin Miller, Steve Bangs and Bonnie Wohlfert.

MEMBERS OF THE PUBLIC PRESENT: Tina Peters & Jean Young, Plante Moran; Pat Frame, RS&H; Gordy Bogner, RW Armstrong; Gary Siegfried, Mead & Hunt; Pam Tobin, LCC; Bob Kolt, Kolt Communications.

CALL TO ORDER

1. Chris Holman, Chairman called the Regular Monthly Board Meeting of the Capital Region Airport Authority to order at 4:02 p.m.

APPROVAL OF MINUTES

1. Paul Hufnagel moved the Board approve the minutes of the November 3, 2009 Regular Board meeting.
2. The motion passed unanimously.

PUBLIC COMMENT

1. None.

COMMUNICATIONS

1. 2010 Board Meeting Schedule

REPORTS

1. Auditor's Report FY 2008-09 – Jean Young, Plante & Moran, LLC

RESOLUTIONS

#09-63 – Audited Financial Statements FY 2008-09

- a. Charles Moore moved the Capital Region Airport Authority Board approve Resolution #09-63 accepting the audited financial statements as presented by Plante & Moran, LLC for the fiscal year ended June 30, 2009 and authorized the Executive Director to sign all associated documents on behalf of the Authority.
- b. The motion passed unanimously.

#09-64 RW Armstrong Design Contract Mason Security Fence

- a. Paul Hufnagel moved the Capital Region Airport Authority Board approve Resolution #09-64 authorizing the agreement with RW Armstrong for design services for fencing replacement at Mason in the amount of \$22,000.00 and authorized the Executive Director to sign all associated documents on behalf of the Authority.
- b. The motion passed unanimously.

#09-65 Cancun Holiday Season Inauguration

- a. Paul Hufnagel moved the Capital Region Airport Authority Board approve Resolution #09-65 authorizing this Cancun Holiday Season Inauguration event,

the obtaining of the required licenses and authorized the Executive Director to sign all associated documents on behalf of the Authority.

- b. The motion passed unanimously.

#09-66 Travel Agency Concession Agreement

- a. Paul Hufnagel moved the Capital Region Airport Authority Board approve Resolution #09-66 authorizing the Executive Director to enter into a travel – concierge concession agreement with Fly Lansing Concierge Travel LLC and to sign all associated documents on behalf of the Authority.
- b. Several board members posed questions regarding rental of space to other interested travel professionals, the concession fee and the logistics of the agency which were addressed by Robert Selig and Nicole Noll-Williams.
- c. The motion passed unanimously.

MONTHLY REPORTS

1. Financial Report – Dale Feldpausch
2. Report of the Executive Director – Bob Selig
 - Airline agreements are up for renewal and plans are to implement the option to renew for 3 more years.
 - Budget meetings will be scheduled with board members in mid to late January.
 - UPS has another jet on the ramp which is good news.
 - The new Port Director will be visiting tomorrow and plans include providing a tour of the Port Lansing building.

NEW BUSINESS

1. None

PUBLIC COMMENT

1. None

BOARD MEMBER COMMENTS

1. Chris Holman wished Happy Holidays to all.

ADJOURN

1. Charles Moore moved the meeting be adjourned at 4:52 p.m.
2. The motion carried, and the meeting was adjourned.

Paul Hufnagel, Vice Chair

Bonnie Wohlfert, Secretary