

February 21, 2017
REGULAR MONTHLY BOARD MEETING
Vice Chair John Shaski

Board Members Present: John Shaski, Greg Ward & Samantha Harkins

Board Members Absent: Dick Baker, Chris Holman, Victor Celentino

Ex-Officios Present: Robert Showers & Joe Brehler

Management, Staff and Employees Present: Wayne Sieloff, Dale Feldpausch, Nicole Noll-Williams, Ron O'Neil, Robert Benstein, Eric Patrick, Anne Figueroa & Bonnie Wohlfert

Members of the Public Present: Dan Kehoe, Mead & Hunt; Chris Reed, Avflight; Ken Shriber, CAAG; Andon Pogoncheff; Gordy Bogner, QoE Consulting

CALL TO ORDER

1. John Shaski, Vice Chair, called the Regular Monthly Board Meeting of the Capital Region Airport Authority to order at 4:36 p.m. with a quorum not present.

PUBLIC COMMENT

1. None

COMMUNICATIONS

1. None

REPORTS

1. None

MONTHLY FINANCIAL REPORT

Financial Report: Dale Feldpausch presented financials for 6 months, period ending December 31, 2016.

- Joe Brehler asked what percentage of Airline Revenues was attributable to passenger vs. cargo airlines. Dale indicated that he didn't have the number with him but he would provide the information.
- End of year planning is underway; budget work sessions will be scheduled for the end of March.

QUESTIONS ON STAFF REPORTS

1. None

REPORT OF THE PRESIDENT & CEO – WAYNE SIELOFF

- This is the last board meeting for Anne Figueroa, Human Resource Manager. Thanks to Anne for her service to the Authority.
- We had several qualified candidates apply for the HR Manager position, and after conducting interviews an offer was extended to and accepted by chose Karissa Weight who will start on March 6, 2017. She has HR experience in the health care sector and will be a great addition to the staff.

- Nicole Noll-Williams and I visited American, United, and Apple Vacations recently to encouraged continuing non-stop service and consider increasing frequencies and destinations.
- Attended Routes Americas conference where we met with four airlines in promotion of our region and the airport.
- Attended the CAAG, Capital Area Aviation Group, meeting held at the Dart hangar. Appreciative for input, suggestions, and ideas from Lansing and Mason tenants. I plan to take tenants up on invitations to visit their hangars and/or facilities.
- Attended meetings with LEAP, CVB and Lansing Chamber staff and had an opportunity to visit Neogen and Niowave facilities with Authority staff
- Attended RASA, Regional Air Service Alliance, meeting in Minneapolis, MN. RASA is a newer organization made up of airports and aviation businesses focused on developing and implementing strategies to maintain and improve air service to/from regional airports similar to Lansing.
- The board recently approved agreement with AFSCME and after POAM (Police Officers Association of Michigan) agreement is approved by the board, intent is to adjust salary/benefits for non-union staff so they are like those included in approved agreements.

NEW BUSINESS

1. None

PUBLIC COMMENT

1. Andon Pogoncheff asked Dale Feldpausch if the Authority is paid when a flight cancels. Dale Feldpausch reported that the Authority is paid if the flight lands. The ground crew is not Authority employees; they are airline employees.
2. Ken Shriber, Capital Area Aviation Group (CAAG), explained that their group was formed to learn about the Authority. The group members consist of Lansing and Mason tenants. They are encouraged by the new leadership and thanked Wayne for attending the last meeting.

BOARD MEMBER COMMENTS

1. None

At 4:56 pm, since a quorum was not present, the Board recessed for 5 minutes and attempted to contact absent board members. Since an additional board member could not immediately be reached, the resolutions were tabled.

ADJOURN

1. John Shaski moved the meeting be adjourned at 5:02 pm.
2. The motion carried, and the meeting was adjourned.

signed
John Shaski, Vice Chair

signed
Bonnie Wohlfert, Secretary