



## MINUTES

### **Board of Directors Meeting JAA Administration Bldg., 3<sup>rd</sup> FL Ed Austin Board Room January 22, 2018/8:30am**

*Note: the board members and senior staff had breakfast in the CEO conference room prior to the meeting and no business was discussed (it was included on the board meeting notice).*

Chair of the Board Giselle Carson called the January 22, 2018 Board of Directors meeting to order at 8:30am. The following board members were present at the call to order:

Mrs. Giselle Carson, Chair  
Mr. Jay Demetree, Vice Chair  
Mr. Russ Thomas, Secretary  
Mrs. Terri Davlantes, Treasurer  
Mr. Patrick Kilbane, Member  
Mr. Ray Alfred, Member  
Mr. Frank Mackesy, Member (attended via telephone)

Also present at the call to order were:

Mr. Steve Grossman, Chief Executive Officer (CEO)  
Mr. Tony Cugno, Chief Operating Officer (COO)  
Mr. Rusty Chandler, Chief Cecil Airport & General Aviation (CCAGA)  
Mrs. Debra Braga, Chief Legal Officer (CLO)  
Mr. Richard Rossi, Chief Financial Officer (CFO)  
Mrs. Rosa Beckett, Chief Administrative Officer (CAO)  
Councilman Doyle Carter, JAA Council Liaison  
Mrs. Melissa Marcha-Lee, Senior Executive Assistant/Recording Secretary

***A listing of all attendees is on file in the office of the Recording Secretary***

### **Welcome, Announcements, Pledge**

Chair Carson welcomed everyone, including Dr. Johnny Gaffney (the Mayor's Office Boards and Commissions Liaison), acknowledged board member Frank Mackesy attending via telephone, and advised that a quorum was in place. Chair Carson then called upon Chief Financial Officer Richard Rossi to lead the Pledge of Allegiance.

## **Chief Executive Officer Report**

Chair Carson called on Mr. Steve Grossman to present his CEO report.

- (1) "Dazzle and Delight" Moment
- (2) Power and pipes report
- (3) Land use feasibility study report
- (4) Jags cooperation report
- (5) Results from JAA's recent charitable giving campaign

Mr. Grossman advised that the "Dazzle & Delight" Moment at this meeting is a video showcasing our wonderful holiday music program, sharing some of the groups that performed in the courtyard of JAX during the recent holiday season – he also shared the holiday music performer schedule that was put together by Mrs. Debbie Jones, Community Relations Administrator, who coordinates our year-round music program.

Mr. Grossman then called upon Mr. Davey Jones, Facilities Director, who shared a detailed slide presentation of the complete electrical and water systems at JAX.

Next, Mr. Grossman called on Mr. Rusty Chandler, Chief Cecil and General Aviation, who gave a report on non-aeronautical land use feasibility for property at JAX, JAXEX and Cecil.

Mr. Grossman next called upon Mr. Michael Stewart, External Affairs Director, who gave a slide presentation on the wonderful cooperation JAA shares with the Jacksonville Jaguars organization.

Lastly, Mr. Grossman shared the results of our recent charitable giving campaign advising that a total of \$35,293 was pledged by our employees to the United Way and Community Health Charities organizations for 2018.

Mr. Grossman advised that this concluded his CEO report.

### **Old Business**

Chair Carson asked the board if there was any old business to be discussed and hearing none, she moved to the next agenda item.

### **Public Comment**

Chair Carson advised that no speaker cards had been submitted, and moved to the next item on the agenda.

### **New Business Submissions**

Chair Carson advised that there was no new business to be discussed.

## **Approval of Minutes**

Chair Carson called for approval of the minutes from the November 27, 2017 Board of Directors meeting, and upon motion made by Mr. Demetree and seconded by Mr. Alfred, the entire board voted unanimously to approve both sets of minutes.

## **Updates/Other Reports**

### **Financial Update**

***Richard Rossi/Chief  
Financial Officer***

Chair Carson called upon Mr. Rossi to present the unaudited financial report for the three months ended December 31, 2017 as contained in their board package (in the non-meeting month of December Mr. Rossi provided the board with the unaudited financial report for the two months ended November 30, 2017, together with his written summary in memo form). Discussion ensued regarding the financial impact of TNCs and in what line-item in the financial report that information is contained and the board asked that beginning with the March board meeting, the future financial reports show a separate breakdown of that TNC information.

### **City Council Update**

***Councilman Doyle Carter/City  
Council Liaison***

Councilman Carter advised he had no specific comments, and shared that everyone at JAA does a wonderful job and he's pleased to be our Council Liaison.

## **Board Communication**

Chair Carson advised that the next bi-monthly board meeting will be on Monday, March 26, 2018 at 8:30am at the JAA administration building. Chair Carson then asked the board if there were any further comments – hearing none, she proceeded to adjourn.

## **Adjournment**

There being no further business to come before the Board of Directors, Chair Carson adjourned the meeting at 9:45am.