



## MINUTES

### **CEO Evaluation Committee Meeting JAA Administration Bldg. 3<sup>rd</sup> Floor Ed Austin Board Room September 22, 2023/3:30pm**

Committee Chair Michelle Barnett called the September 22, 2023 CEO Evaluation Committee meeting to order at 3:30pm. The following committee members were in attendance at the call to order:

Mrs. Michelle Barnett, Chair  
Mr. Fernando Acosta-Rua, Member  
Mr. David Hodges, Jr., Member

Also in attendance at the order call were:

Mr. Mark VanLoh, Chief Executive Officer  
Mr. Devin Reed, Chief Compliance Officer  
Mrs. Melissa Marcha-Lee, Sr. Executive Assistant to CEO/Recording Secretary

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

Committee Chair Barnett welcomed everyone to the meeting.

Committee Chair Barnett called for any public comment, hearing none she moved to the next agenda item.

Committee Chair Barnett advised that the reason for the meeting was to hear a final goals status report from CEO VanLoh, and to then evaluate his performance. She then called upon Mr. VanLoh who presented a detailed status report, advising of the issues associated with FAA short-comings and pending approval on the concourse B project. Mrs. Barnett advised she is overall very pleased with the status of the company and facilities but pointed out a few airport maintenance issues she would like to see addressed. She then called upon other committee members for comment. Mr. Hodges commented as to the very stable status of the company and advised he would like to see an executive summary of the fitness of the garage, in light of the recent hospital garage collapse. Further, he would like to see Mr. VanLoh schedule more meetings with council members and other elected officials to stay in touch. Mr. Acosta-Rua agreed that the company is in very good condition. Committee Chair Barnett thanked Mr. VanLoh for attending and excused him from the room. She then called for a five minute break.

Returning from the break, the committee members then commenced with the CEO performance review. All members advised they believe CEO VanLoh has done an outstanding job in the last year. Additionally, Committee Chair Barnett advised she would like for him to be more engaged with the employees and perhaps a CEO-employee engagement survey be conducted, Messrs. Hodges and Acosta-Rua would like for the goals to be more objective and that the board be able to present ideas for the goals.

Discussion on CEO VanLoh's salary and any bonus then ensued, with the members providing their opinions of both. The committee then agreed that CEO VanLoh will not be given a salary increase as the new salary in his recently-negotiated contract took affect earlier than stated in the contract, and they agreed that 100% of his bonus as allowed in the contract - 25%, \$93,750 - be given, but in two installments: \$50,000 now and \$43,750 upon FAA approval to move forward with the concourse B construction project. Committee Chair Barnett then called for a vote and upon motion made by Mr. Hodges and seconded by Mr. Acosta-Rua, the committee voted unanimously (1) to not give a salary increase, and (2) to give a 25% bonus in the amount of \$93,750, payable in two installments - \$50,000 now and \$43,750 upon FAA approval to move forward with the concourse B construction project. Committee Chair Barnett asked Mrs. Marcha-Lee to bring Mr. VanLoh back to the room.

Committee Chair Barnett welcomed Mr. VanLoh back to the meeting and shared the committee's discussion on his performance and decisions regarding salary and bonus, and further shared that all committee, and board members, will help in any way possible with securing the FAA's approval for the concourse B project. Mr. VanLoh thanked the committee for their actions and advised he is hoping to hear very soon from FAA on the concourse B approval issue. He stated it has been a wonderful year and he would not be successful without the fantastic staff here at JAA.

There being no further business to come before the committee, Committee Chair Barnett adjourned the meeting at 5:00pm.