

Minutes
MONROE COUNTY AIRPORT AUTHORITY
REGULAR MEETING via Telecommunications
January 19, 2022

Present:

James G. Vazzana, Esq., Chairman
R. Thomas Flynn, Vice-Chairman
Hon. Steve Brew
Susan Keith
Hank Stuart

Excused Absence:

John Bringewatt, Esq., Secretary
John J. Perrone, Jr.

Others Present:

| | |
|---------------------------|----------------------------|
| Andrew Moore | Administrative Director |
| Steve Barz | Assistant Airport Director |
| Donald L. Crumb, Jr. Esq. | Assistant Secretary |
| Robert Franklin | Treasurer |
| Maryanne Fedison | Assistant Treasurer |
| David Haas | |
| Mike Wall | |
| Bill Johnston | |
| Rich Wood | US Airports |

Meeting was called to order by the Chairman @ 12:05PM.

Approval of the Minutes from November 17, 2021

The minutes were approved without changes. A motion to accept the minutes was moved by Member Keith and seconded by Member Brew. The motion passed unanimously 4-0.

Treasurers Report

Treasurer Franklin reported that there are two (2) reports today to go before the Board – Travel & Business for the months of November and December, and Credit Card Usage for the month of November.

The statement for travel and business had related expenses for the reporting period totaling \$1,181.26. The business/travel expenses were submitted within the required 10 days and with appropriate supporting documentation and no expenses submitted were rejected. A motion to accept the report on Travel & Business was moved by Member Keith and seconded by Member Brew. The motion passed unanimously 4-0.

The statement for credit card usage by the Director that was presented for the reporting period of November 2021 had three (3) charges totaling \$ 127.55. The credit card expenses were submitted within the required 10 days and with appropriate supporting documentation. A motion to accept the report on credit card usage was moved by Member Keith and seconded by Member Brew. The motion passed unanimously 4-0.

Audit Committee Report

Presented by Member Stuart.

Member Stuart discussed StoneBridge's audit of US Airports Fuel Farm and a limited scope audit of MAPCO, which both were found to be in order. Member Stuart also discussed the future audit plan, which was found in line with previous audit procedures.

Authorize Expenditure in an amount not to exceed \$750 for Beacon Sponsorship of the 2022 New York Aviation Management Association (NYAMA) Advocacy Day for the Monroe County Airport Authority at the Frederick Douglass-Greater Rochester International Airport

Director Moore stated that last year the amount of Beacon Sponsorship was raised to \$750 to it would remain the same for this year.

Chairman Vazzana asked a question about the sponsorship dollar amount.

A motion was made to approve this expenditure by Member Flynn and seconded by Member Keith. The motion passed unanimously 4-0.

Authorize Expenditure in an amount not to exceed \$7,500 for Gold Sponsorship of the 2022 New York Aviation Management Association (NYAMA) Fall Conference & Exhibit Show for the Monroe County Airport Authority at the Frederick Douglass-Greater Rochester International Airport

Director Moore stated that this conference will be held in Rochester, NY this year and therefore requesting higher sponsorship amount.

A motion was made to approve this expenditure by Member Brew and seconded by Member Keith. The motion passed unanimously 4-0.

Annual Statement of Financial Disclosure for Members and Officers of the Monroe County Airport Authority

Assistant Secretary Crumb reminded each board member and officer that they were emailed a copy of the annual statement of financial disclosure for the MCAA. Members and officers need to return the annual statement of financial disclosure to his attention no later than March 1, 2022.

Traffic Report

David Haas reported that enplanements for November were 88,712, which was an increase of 62,670 from November 2020. December enplanements were 89,976, which was an increase of 64,647 from December 2020. YTD enplanements of 770,637 were up 352,988 from YTD of 2020. The thruway airports all show a similar results.

Director's Report

Director Moore asked Deputy Airport Director Bill Johnston to provide a construction update in the terminal and on the airfield.

Director Moore provided an update on federal aviation issues and the possible impact it could have on the Frederick Douglass – Greater Rochester International Airport.

Director Moore provided an update on the State grant application that was submitted in September 2021.

Director Moore commended the Airport staff for their handling of the snow storm that impacted the Rochester region on January 17, 2022.

Treasurer Franklin asked a question about possible local legislation to address the federal aviation/telecommunication issue.

Ethics Hotline

Assistant Secretary Crumb reported that no calls came into the Ethics Hotline for the reporting period.

Other Business

No other business was presented.

A motion to adjourn the meeting was made by Member Keith and seconded by Member Brew. The motion passed unanimously 4-0.

Meeting was adjourned @ 12:29 PM

The next Board Meeting is Wednesday, March 23, 2022 as follows:

Finance Committee Meeting 10:00 am

Audit Committee Meeting 10:30 am

Governance Committee Meeting 11:30 am

Annual Meeting 12 noon

Regular Meeting 12:05 pm

Respectfully Submitted,



Donald L. Crumb, Jr., Esq.

Assistant Secretary

Dated: **3/1/22**