

MEETING MINUTES
GERALD R. FORD INTERNATIONAL AIRPORT AUTHORITY BOARD
January 24, 2018

A quorum being present and in accordance with notice being duly given, Mr. Gill called the meeting of the full Authority Board to order on January 24, 2018 at 8:30 a.m.

Board Members Present: Dan Koorndyk, Floyd Wilson, Jr., Roger Morgan,
David Slikkers, Ted Vonk, and Steve Heacock - 6

Absent: Birgit Klohs - 1

Also Present:

Jim Gill – President & Chief Executive Officer
Bob Buchanan – Airport Attorney
Brian Picardat – Vice President and Chief Financial Officer
Lisa Belt – Human Resources Director
Tara Hernandez – Marketing Director
Alex Peric – Vice President and COO
Dianne Brady-Peters – Office Administrator
Ryan Schaner – Engineering Technician
Robert Wilson – Maintenance Manager
Joe Dancz – Fire Chief
Joel Burgess – Properties Manager
Matt Zeilstra - Controller
Rick Aro – Police Chief
Dan Villalobos - Ground Transportation Supervisor
Casey Ries – Engineering Manager
Bruce Applebach – Operations Manager
J.J. Swain – IT Manager
Tom Cizauskas – Purchasing Manager
Lisa Verhil – Experience Grand Rapids
Sharon Townsend – Grand Valley State University
Susan Sherman – Marketing Coordinator
Mershanda LaMar – HR Specialist
Lisa Rauch – HR Specialist
Nathan Tenbrink – Southwest Airlines
Ellie Wilcox – Make-A-Wish Michigan
Karen Davis – Make-A-Wish Michigan
Tod Nyson – Make-A-Wish Michigan
Curt Pyper – REI/Cascade Strategic Space
Chuck Cox – Northern Jet Management
Joe Budnik – DK Security
John Oliver – Citizen
Bruce Temple – L3

1-1 Approval of the Agenda

The agenda was approved and adopted.

1-2 Public Comment

- Nate Tenbrink presented the 2018 update from Southwest Airlines.

1-3 **Election of Authority Board Chair – President & CEO**

- Mr. Gill opened nominations for the office of Chair of the Gerald R. Ford International Authority per Authority Board Standing Rules.
Motion by Mr. Slikkers, supported by Mr. Heacock, to nominate Dan Koorndyk as Chair of the Gerald R. Ford International Authority Board. Motion carried.

Mr. Koorndyk was declared elected Chair of the Authority Board.

1-4 **Election of Officers – Board Chair**

- Mr. Koorndyk opened nominations for the office of Vice Chair.

Motion by Mr. Vonk, supported by Mr. Morgan, to nominate David Slikkers as Vice Chair of the Gerald R. Ford International Authority Board. Motion carried.

Mr. Slikkers was declared elected Vice Chair of the Authority Board.

- Mr. Koorndyk opened nominations for the office of Secretary.

Motion by Mr. Vonk, supported by Mr. Morgan, to nominate Floyd Wilson, Jr. as Secretary of the Gerald R. Ford International Authority Board. Motion carried.

Mr. Wilson was declared elected Secretary of the Authority Board.

1-5 **Adopt the Meeting Schedule**

Motion by Mr. Slikkers, supported by Mr. Wilson, to adopt the 2018 Board meeting schedule. Motion carried.

1-6 **Committee Appointments**

- Finance and Legislative Committee - Standing
- Operations and Marketing Committee - Standing
- Human Resources Committee – Ad Hoc

Mr. Koorndyk made the following appointments to the committees:

- Finance and Legislative Committee

Mr. Vonk, Chair
Mr. Heacock
Ms. Klohs

- Operations and Marketing Committee

Mr. Slikkers, Chair
Mr. Wilson
Mr. Morgan

- Human Resources Committee

Mr. Wilson, Chair
Mr. Heacock
Mr. Vonk

1-7 **Other Committee Appointments**

- Statutory Committee – Airport Zoning Board of Appeals

Mr. Koorndyk indicated the following reappointment will be made to the 2018 Airport Zoning Board of Appeals:

Steve Peterson – Cascade Township

Motion by Mr. Wilson, supported by Mr. Heacock, to approve the appointment of Steve Peterson to the Airport Zoning Board of Appeals. Motion carried.

1-8 **Special Recognition**

- Mr. Gill recognized Mr. Morgan in appreciation of his leadership as the Authority Board Chair from 2013-2018.
- Mr. Gill recognized Mr. Picardat, Mr. Zeilstra and staff for receiving the Government Finance Officers Association (GFOA) Certificate of Achievement for Excellence in Financial Reporting
- Mr. Koorndyk recognized Karen Davis and Ellie Wilcox, Make-A-Wish with a check from the Airport 5K.

1-9 **Consent Agenda**

- a) Approval of Authority Board Minutes – December 20, 2017
- b) Travel
- c) Reports
 - Public Safety and Operations Report
 - Aviation Activity Report
- d) Expense Summary

Motion by Mr. Slikkers, supported by Mr. Wilson, that Consent Agenda items a-d be approved. Motion carried.

1-10 Resolution 18-1: Ground Transportation Study – Contract Award

Motion by Mr. Slikkers, supported by Mr. Wilson, that Ground Transportation Study – Contract Award be approved. Motion carried.

1-11 Resolution 18-2: Security Guard Services – Contract Award

Motion by Mr., supported by Mr. Heacock, that the Security Guard Services – Contract Award be approved. Motion carried.

President and CEO Report

Mr. Gill presented the President and CEO report to the Board.

1-12 Other Business

- Mr. Wilson thanked Mr. Morgan for his service and leadership to the Board and for his friendship.
- Mr. Slikkers congratulated Mr. Morgan and thanked him for his service.
- Mr. Vonk commented on the growth of the airport
- Mr. Koorndyk thanked Mr. Morgan for his service. He is looking forward to working with the Board and staff in 2018. He also congratulated Mr. Slikkers and Mr. Wilson for their appointments to the Authority Board.

1-13 Adjournment

The meeting was adjourned at 9:17 a.m.

APPROVAL: _____
Floyd Wilson, Jr., Recording Secretary to the Board

dbp