



MEETING OF THE CRAA BOARD OF DIRECTORS | MINUTES OF OCTOBER 27, 2020

Present: William R. Heifner, Chair
Jordan A. Miller, Vice Chair – via video conference
Frederic Bertley – via telephone
Paul Chodak III – via telephone
Ramon Jones – via video conference
Elizabeth P. Kessler – via video conference
Kenny McDonald – via video conference
Terrance Williams – via video conference

Absent: Karen J. Morrison

CRAA Executive Staff: Joseph R. Nardone, C.M., President & Chief Executive Officer
Jodie Bare, Chief Innovation Officer – via video conference
Casey Denny, Chief Operations Officer – via telephone
Jeff Evans, Chief Financial Officer – via video conference
Shannon Fitzpatrick, Chief People Officer – via telephone
Tom McCarthy, Chief Planning & Engineering Officer – via telephone
Amanda Wickline, General Counsel & Chief Administrative Officer

CRAA Staff: J. Gardner

CRAA Staff via telephone: S. Bell, K. Easterday, C Goodwin, R. Gray, S. McQuaide, C. Price, P. Streitenberger

Others present via telephone: Sandra Kukla – DWL Architects
Brad Swank – DWL Architects

CALL TO ORDER

Chair Heifner called the meeting of the Columbus Regional Airport Authority Board of Directors to order at 4:03 p.m., Tuesday, Oct. 27, 2020. Board member, staff and guest attendance was confirmed through visual or electronic means. Gardner confirmed that all attendees were able to hear the meeting and had access to the meeting materials.

Chair Heifner stated that the meeting was being conducted by video and telephone conference. Chair Heifner asked each attendee to identify themselves when they spoke and stated that all votes taken during the meeting would be conducted by roll call votes to ensure a clear and accurate record.

MINUTES

Chair Heifner asked if there were any corrections to the minutes for Sept. 22, 2020. Hearing none, Kessler moved for approval; Miller seconded. Chair Heifner conducted a roll call vote. Motion to approve the minutes passed.

Due to connection issues, votes were unable to be recorded for Board members Bertley and Chodak.



Member Present	In Favor	Opposed	Abstain
Mr. Heifner	X		
Mr. Miller	X		
Dr. Bertley	See note above		
Mr. Chodak	See note above		
Mr. Jones	X		
Ms. Kessler	X		
Mr. McDonald	X		
Ms. Morrison	Absent		
Mr. Williams	X		

COMMITTEE REPORTS

Business Development & Logistics Committee:

Kessler reported the committee met on Oct. 21, 2020, and discussed:

- A comprehensive update regarding air cargo activity at Rickenbacker. This included an update on new LCK non-palleted cargo activity by Korean Airlines.
- Efforts to further diversify the mix of cargo commodities.
- The current leasing activity for CRAA properties.

The committee's next meeting will be scheduled for the first quarter of 2021.

Finance & Audit Committee:

Miller reported the committee met on Oct. 21, 2020, and discussed:

- An overview of the September financial statements which showed the following:
 - YTD revenue of \$77.5 million is ahead of a budget of \$76.2 million due to favorable activity in Ground Transportation and at Rickenbacker. YTD expenses are \$53.1 million against a budget of \$57.9 million. Operating income for September \$5.1 million.
- A review of the preliminary 2021 operating and capital budgets. The final operating and capital budgets for 2021 will be presented to the full board for approval in December.

The committee's next meeting is Nov. 18, 2020.

Air Service and Customer Experience Committee:

Bertley reported the committee had not met since the last Board meeting. The committee's next meeting is Nov. 18, 2020.

Facilities & Services Committee:

Chodak reported the committee met on Oct. 21, 2020, and discussed:

- A review of the major capital report. The CONRAC project is scheduled for substantial completion of the base building in February 2021 and will then be turned over to the rental car companies for tenant fit out. The facility is on schedule to open to the public in August 2021. The Residence Inn project is nearing substantial completion and will be turned over to the hotel operator on Nov. 3, 2020, with an anticipated opening during the week of Nov. 17, 2020.
- A review of the preliminary capital budget for 2021 and 2022. The budget was created based on a 45% reduction in anticipated passenger activity compared to pre-COVID activity.
- The current safety metrics, which remain positive.

The committee's next meeting is Nov. 18, 2020.



Human Resources Committee:

Miller reported the committee met on Oct. 21, 2020, and discussed:

- A review of the proposed personnel budget for 2021, which includes 357 full-time positions.
- Staff provided a presentation of CRAA's DEI Blueprint. CRAA's DEI strategy focuses on leadership commitment, employee involvement, and communication.

The committee's next meeting is Dec. 9, 2020.

PRESIDENT & CEO REPORT

Nardone provided brief remarks regarding the October President's Report, which may be obtained online:

<https://columbusairports.com/about-us/leadership-team/craa-board-of-directors/craa-board-meetings-and-minutes>

Nardone shared the following top takeaways:

- Air Service: CRAA has seen a slight increase in passenger activity after three months of flattened activity. This represents about one-third of our pre-pandemic passenger activity (or 65%) from CMH and LCK combined. As the holiday season approaches, CRAA expects increased traffic and recognizes that there will not be a linear path to recovery. An air service dashboard was included in the written report, providing a high-level status of our passenger and flight activity during the coronavirus pandemic.
- For the fifth consecutive year, CMH increased its score in the annual J.D. Power North America Airport Satisfaction survey, recently placing in the top third of our peer group of medium-sized airports.
- In conjunction with National Invisible Disabilities Week, Journey Care Kits were launched to help passengers with disabilities prepare for air travel.

INNOVATION PRESENTATION

Jodie Bare, Chief Innovation Officer, updated the Board on the current and future state of Innovation and Technology for CRAA. Since joining CRAA in January, Bare has sought to manage IT strategically to address the needs of the business, enhance the business through collaboration and innovation, and find new ways to use data and technology in order to build traveler confidence in air travel, drive operational efficiency, and enhance passenger experiences.

Bare reported on three large projects; the upgrade of SharePoint, upgrading the physical security system, and migration systems to Windows 10 – all of which are either complete or on target to be completed by end of November.

To modernize CRAA into a data-driven organization, Bare's team is executing on a planned-out roadmap of projects, which were reviewed with the group. The Board expressed interest in knowing the anticipated return on investment for these initiatives and congratulated Bare and her team on their efforts.

OTHER BUSINESS

Chair Heifner called on Terrance Williams, Chair of the Nominating Committee to provide a report.

Williams reported the Nominating Committee met earlier that day. He and fellow committee members Bertley and Chodak had deliberated and unanimously recommended that Heifner be reelected Board Chair for a second term and Kessler be elected as Vice Chair for the upcoming term expiring at the end of 2022.

Williams motioned for the reelection of William Heifner as Board Chair and the election of Elizabeth Kessler as Vice Chair for the upcoming term expiring at the end of 2022. Miller seconded. Motion carried.



Member Present	In Favor	Opposed	Abstain
Mr. Heifner			X
Mr. Miller	X		
Dr. Bertley	X		
Mr. Chodak	X		
Mr. Jones	X		
Ms. Kessler	X		
Mr. McDonald	X		
Ms. Morrison	Absent		
Mr. Williams	X		

MOTION TO ADJOURN

With no further business brought before the Board, Williams moved to adjourn; Bertley seconded. Chair Heifner adjourned the meeting at 5:01 p.m. Tuesday, Oct. 27, 2020.

Respectfully submitted,

A handwritten signature in black ink that reads "Joseph R. Nardone". The signature is written in a cursive style with a large, looping initial 'J'.

Joseph R. Nardone

Secretary

JRN | cp/jdg