



## BOARD OF DIRECTORS | MEETING MINUTES OF NOVEMBER 24, 2015

Present: Susan Tomasky, Chair  
William R. Heifner, Vice Chair  
Don M. Casto, III  
Frank J. Cipriano  
Elizabeth P. Kessler  
Jordan A. Miller, Jr  
Kathleen Ransier  
Terrance Williams

Absent: Dwight Smith

CRAA Executive Staff: Elaine Roberts, A.A.E., President & CEO  
Rod Borden, A.A.E., Chief Operating Officer  
Randy Bush, Chief Financial Officer  
Casey Denny, A.A.E., Vice President  
Robin Holderman, Chief Development Officer  
Tory Richardson, A.A.E., Vice President, Human Resources & Strategy  
David Whitaker, Vice President, Business Development & Communications

CRAA Staff: A. Beaver, S. Bell, H. Brown, M. Devereaux, D. Finch, P. Gehrisch,  
C. Goodwin, J. Lizotte, B. Sarkis, K. Whittington, A. Wickline

Others Present: Jim Thompson, Port Columbus Historical Society  
Alan Harding, Columbus Flight Watch  
Don Peters, Columbus Flight Watch  
Howard Wood, W.S.P. / Parsons Brinckerhoff

### CALL TO ORDER

Chair Tomasky called the Board Meeting of the Columbus Regional Airport Authority to order at 4:02 p.m. on Tuesday, November 24, 2015.

### MINUTES

Chair Tomasky asked if there were any additions or corrections to the Minutes of October 26, 2015. Hearing none, Ransier moved for approval; Williams seconded. Minutes approved unanimously.

### COMMITTEE REPORTS

#### AIR SERVICE DEVELOPMENT:

Tomasky reported the Committee has not met since the last Board meeting. The next meeting will be held January 21, 2016.

## BUSINESS DEVELOPMENT:

Casto reported that the Committee has not met and called on Holderman to provide an update on recent business activity.

Holderman reported that activity is brisk at Rickenbacker. Capital Square Ltd., Duke Realty, and CRAA are now constructing a 1 million sq. ft. Amazon fulfillment center at Rickenbacker Global Logistics Park. Amazon will bring many jobs to Columbus.

## FACILITIES & SERVICES:

Heifner reported that the committee met on November 18.

B. Sarkis reviewed the Major Capital Projects report for 2015. Also reviewed were the project status report, cost variance report, and construction schedules and timelines. A. Beaver reviewed the 2015/2016 Capital Budget Update report.

Heifner reported on the following business items:

- All major projects are at or close to schedule.
- Airline ticket counters are scheduled to be moved in December.
- The committee reviewed the 2016 Capital Improvement Budget.
- The committee reviewed the Resolutions being presented to the full Board.
- On capital expenditures, percentage of baseline spent to date, is 94% through October 31, 2015.

Heifner requested M. Devereaux to report on the curb front improvements. Devereaux provided a presentation and reviewed the improvements, which will complement the great appeal already present on International Gateway, as well as the improvements taking place via the Terminal Modernization Program. Project work includes lighting, colors and graphics, walkway improvements, and access doors.

## FINANCE:

Miller reported that the Finance Committee met prior to the Board Meeting and that the Authority has a strong Balance Sheet and Income Statement.

Miller requested Bush to report on the financial reports.

Bush reviewed the preliminary financial statements for the year-to-date period ending September 30, 2015.

**Operating Revenues** – Actual vs. Budget, with \$82.6 million in actual revenues and a budget of \$79.6 million, leaving a positive variance of \$3 million.

- Parking – The unfavorable variance of \$704,000 is due to decreases in garage short-term parking, the blue and red lots, as well as valet parking of \$1.2 million, offset by increases in garage long-term parking, the green lot, and Rickenbacker of \$553,000.
- Airlines has a favorable variance of \$733,000. The Signatory Airlines are billed rates established on estimated annual expenses incurred by CRAA at an estimated landed weight. The variance is partially due to Signatory Airlines outperforming the landed weight assumptions for 2015, resulting in incremental revenue of \$970,000, as well as \$1.3 million increase in landing and gate use fees. This is partially offset by a \$1.5 million Supplemental Credit which is being provided to the Signatory Airlines for the increase in enplanements.
- Concessions and Misc. Lessees – The favorable variance of \$684,000 is due to an increase in concession revenue of \$484,000 as a result of increased enplanements and the introduction of new concepts in the terminal, as well as space and ground rent of \$393,000, offset by a decrease in advertising of \$193,000 as a result of the Terminal Modernization Program.
- Air Freight – The favorable variance of \$507,000 is due to a \$574,000 increase in landing fees related to increased 2015 cargo activity and unreported 2014 cargo landings, and a \$32,000 increase in snow removal fees, offset by a net decrease in Rickenbacker fuel of \$99,000.
- Ground Handling Fees – The favorable variance of \$764,000 is due to increased activity at Rickenbacker, which is partially related to the West Coast Port Strike.

**Operating Expenses** – Actual vs. Budget, with \$56.1 million in actual expenses, and a budget of \$56.6 million, leaving a positive variance of \$460,000.

- Salaries and Wages – The favorable variance of \$315,000 is a result of a vacancy credit of \$1,229,000, offset by lower than anticipated project management hours of \$326,000, overtime due to vacancies and inclement weather of \$396,000, incentives of \$104,000 and paid time off accruals of \$88,000.
- Benefits & Personnel Expense – The favorable variance of \$496,000 is due to a reduction in OPERS and health insurance costs of \$642,000 relating to open positions, offset by lower than anticipated project management hours of \$146,000.
- Supplies & Materials – The favorable variance of \$459,000 is due to the timing of spend for paving and painting projects of \$281,000 and a decrease in FBO ground fuel purchases of \$686,000, offset by an increase in supply and equipment purchases of \$216,000 and snow supply usage of \$292,000.
- Services – The unfavorable variance of (\$245,000) is the result of the timing of spend of airport maintenance costs of \$436,000 and a decrease in employee related costs of \$66,000, as well as advertising and miscellaneous services of \$135,000, offset by an increase in utility costs of \$882,000.

**Composition of Operating Revenue** – Parking represents 33.7% of our operating revenue. Airlines represent 30% of our operating revenue. This metric shows we are maintaining a competitive level of costs for the carriers to operate in our market and maximizing the potential for non-airline revenue generation. This is an important metric that is tracked by the rating agencies when evaluating the financial performance of Authority.

**Composition of Operating Expenses** – A large component of the Authority's expenses is related to staffing costs. Salaries & Wages for full and part-time staff represent 35.1% of operating expenses; Benefits & Personnel costs are 14.7%; while Contract Labor represents another 12.6% of the Authority's operating expenses. Combined, this represents 62.4% of the Authority's operating expenses.

**CRAA Salaries & Wages** (CMH & LCK) – Total filled headcount is 363 employees, and 33 vacancies of which 28 are full-time and 5 are part-time.

**Hotel Operations** – Year-to-date Net Operating Income is \$1.7 million vs. a budget of \$1.4 million, leaving a positive variance of \$282,000. The actual occupancy rate is 78.8% compared to a budget of 70.7%.

**Rickenbacker Net Operating Income** – Actual vs. Budget, reflected \$1.3 million in actual net operating income compared to a negative budget of (\$626,000) providing a positive variance compared to budget of \$2 million.

**Statement of Net Position Analysis** – The Authority's Net Position remains strong with \$911.4 million in total assets and \$142.5 million in total liabilities. Included in total assets is \$132.3 million in Cash and Cash Equivalents.

**Capital Expenditures** – With an approved Capital Budget of \$62.3 million and total cash expenditures to date of \$38.152 million, this represents a year-to-date execution of 61% of the approved Capital Budget spend. The total accrued expenditures to date of \$38.159 million represents 61% of the approved Capital Budget.

Bush reported that our debt per enplaned passenger is \$30.93, showing significantly lower than average debt loads when compared to the 2014 Moody's airport average of \$54.19. The days of unrestricted cash on hand is 646 days, with the 2014 Moody's airport average being 557 days. Days of unrestricted cash excluding rental car facility charges is 423 days, which is ahead of the 365 days the Authority desires to maintain. CRAA has \$111.1 million of outstanding debt which includes \$2 million outstanding under our Revolving Credit Facility.

Bush recognized the Accounting and Finance team for receiving their 23<sup>rd</sup> consecutive CAFR award.

Bush also recognized the Technology Service's team for receiving an Honorable Mention for "Best Organizational Transformation" from Fire Eye who specializes in cyber information security.

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## HUMAN RESOURCES:

Tomasky reported that the Committee last met on October 15 and there is nothing to report. The next meeting will be held December 18, 2015.

## PRESIDENT & CEO REPORT

Chair Tomasky called upon Roberts to provide the President & CEO Report.

**Roberts reported** on the following business items:

### Passenger Air Service

#### Port Columbus

October marked the 20<sup>th</sup> consecutive month of passenger traffic with 11.7% more passengers traveling when compared to the October prior. This increase is the largest year-over-year growth CMH has seen in over 7 years. Year-to-date passengers are up 6.1%.

All of our airlines at Port Columbus saw an increase of passengers in October, with Southwest Airlines seeing the largest by far. The carrier saw a traffic increase of 23.5%, with year-to-date passengers up nearly 11% on the strength of their new service to Oakland, Boston, Dallas and Washington D.C.

Air Canada's Toronto service was up 23%.

United saw the next largest increase of passenger traffic with over 13% more passengers traveling in October when compared to the year prior, while Delta saw an increase of 7%.

October was a big month for American Airlines as the carrier transitioned all US Airways activity to become American Airlines. We have now combined the two airlines together in your monthly statistics report as American with passenger traffic up 1% in October when compared to the year prior. Year-to-date passengers are slightly down at -1%.

A team of CRAA staff including Roberts and representatives from the Columbus Partnership and Columbus 2020 recently visited both American Airlines and Southwest Airlines in Dallas to express appreciation for our existing service and keep Columbus front of mind for these important carriers. Both airlines expressed that Columbus was performing well for them and they continue to monitor the market for new opportunities.

#### Rickenbacker Charter Terminal

At Rickenbacker, Allegiant saw an increase of 62% in October when compared to the year prior, while other activity consisted primarily for football charters. Year-to-date passenger traffic traveling through Rickenbacker is up 91%.

#### Cargo Air Service

Air cargo handled at Rickenbacker in October took a slight 3.3% year-over-year drop for the month. However, this October could be viewed as somewhat normalizing given the year-over-year increase that we had last October. In October of 2014 cargo was up 29% over 2013 due to increasing international frequencies plus exports aboard Cathay Pacific that were not present the year prior. Looking at 2-year trend, Rickenbacker's air cargo is up 25% for the month since 2013. A couple of other bright spots are that our newest carrier Emirates SkyCargo carried 1.3M lbs. of air cargo themselves in October. This is net new business and Emirates has now moved to 2 weekly frequencies out of Dubai, while Cathay added a fourth weekly frequency (up from three) out of Hong Kong.

For the month of October Rickenbacker saw 16,696,627 lbs. of air cargo with the international share up 27% but not able to overcome a domestic drop of 14% due to decreasing FedEx air volumes. Year to date 165,136,407 total lbs. of air cargo have flown through Rickenbacker, an increase of 25.5% over this time last year.

#### Foreign Trade Zone (FTZ)

CRAA held a successful annual FTZ seminar on November 3, which was followed by our first ever user roundtable where we invited existing zone users and those currently in process to share their successes, challenges and operating issues in a private setting, in order to advance knowledge and success for all in the zone. During these engagements

we were briefed by a national consultant and learned that our FTZ #138 accounts for about \$5 billion in merchandise entry within the category of textiles and footwear which is over half of the \$9 billion dollar total for the entire U.S. FTZ program in that category. This line of business continues to grow and lead the way for our zone. In fact, one of our current footwear companies just expanded their FTZ operation with a second site designation in October.

### **Concessions**

Through the third quarter of 2015, Net Concessions Revenue from all food, beverage, retail, services, and advertising increased 9.4%.

Openings of Bob Evan's Express in June, and Eddie George Grille 27 in mid-July will help to maintain this positive trend throughout 2015 and beyond.

### **Rental Cars**

The Rental Car Report reflects activity through the third quarter of 2015. Net Revenue from Rental Cars increased 6.2%. Customer Facility Charge revenues (CFC's) increased 11.7% through the same time period. In September 2015, with board endorsement, the CFC increased from \$4.50 per transaction to \$5.50 per transaction helping support a >27% increase in collections for that month.

### **Leadership Development Conference, Professional Development Lunch, & Senior Staff Retreat**

November was a busy month for work under the People Pillar of our Strategic Business Plan.

On November 3 and 9, we held our annual Leadership Development Conference. About 100 CRAA supervisor and management staff split up into two groups and then met and worked together off site on one of the two days to advance issues important to CRAA leadership. This year's focus was employee engagement and the rollout of our revitalized core values (Service, Teamwork, Accountability, Innovation, and Respect). With a facilitator (Step Back Consulting) we worked together in small and large groups to identify what core values look and feel like as well as barriers to living them. The teams came up with a lot of really good ideas that will help us with the continuation of the roll-out. The organization will continue this effort into 2016 as a strategic priority under our people pillar.

On November 10, we celebrated 15 members of the CRAA Team for their professional development achievements in 2015. Defined as the acquisition of skills and knowledge for one's personal and professional betterment, professional development at CRAA also means a commitment to continuous learning and to support each employee in their development of skills for growth within our organization. The group was recognized at a nice luncheon in front of their peers and supervisors.

On November 12, the Senior Staff team met offsite to discuss the revitalized core values as well as teamwork. We talked about non-negotiables for us to work together better as a team. We worked through some relationship-building exercises and had very candid conversations about what was working well and where we could improve. We also identified several areas and issues to focus on now and throughout 2016. Finally, we agreed to team commitments going forward. Final comments from staff indicated this was probably the best Senior Staff Retreat to date and I look forward to working together with this great team.

### **Veterans Day Celebration**

On November 11, CRAA celebrated Veterans Day by a kickoff celebration in Ticketing Lobby and then a nice luncheon with a keynote speaker in the Emergency Operations Center.

Our welcome and opening remarks were provided by Tory Richardson. He recognized and thanked the members of the CRAA Team that serve on our PAVERS Committee. PAVERS stands for: Port Authority Veterans Empowering Regional Service-members. PAVERS was created over a year ago (Charter signed 9/29/14) by members of our team. Their purpose is outreach, education, honor and recognition. Since then, the PAVERS conducted our letter writing campaigns, helped educate our fellow team members on the importance of service to our Country, and they organize our annual Veterans Day celebration. The committee now has about 50 members leading this great work outside their normal position assignments. Aubrey Bailey, our Property Management Coordinator, has really stepped up to set up this group and lead them throughout the year.

The Presentation of Colors was performed by the 73rd Troop Command, 155th Chemical Battalion out of Kettering, OH.

The singing of our National Anthem was performed by Executive Office Manager, Kathy Whittington.

Our closing remarks were provided by Frank Johnson, Senior Systems Administrator in our Technology Services Department.

During the luncheon, Vince Roberts, our Energy & Environmental Specialist, explained the Fallen Soldier Table and then provided the introduction of the luncheon speaker, Major General Stephen Markovich, Commander of the Ohio Air National Guard. He was accompanied by Senior Master Sergeant Clifford Widener.

Overall, it was a very nice event that was well attended and demonstrates our support for our brave men, women, and their families who serve our country.

### **DOT TIGER Grant**

Earlier this year Roberts reported that CRAA partnered with Norfolk Southern to increase the capacity and efficiency of the Rickenbacker Intermodal Facility. The projected total investment would be about \$34M and we requested funding on a 50/50 basis between private funding and DOT's TIGER Program - Transportation Investment Generating Economic Recovery (TIGER).

Despite strong support, we learned on October 29 that our project was not selected for TIGER funding this year. We are disappointed and are trying to learn what we need to do to better position this project for future TIGER grant opportunities.

### **Bolton Field Exercise**

A full scale emergency exercise was held at Bolton Field on Friday, October 30. While smaller in scale than exercises at Port Columbus and Rickenbacker, it still included the participation of several of our community partners, most notably Battelle and Columbus and Franklin County Public Health Departments. One unusual challenge was the withdrawal of some first responders to deal with multiple real world events. Staff is in the process of writing an after action report which will include lessons learned and recommended action items.

### **SMS On-Line Hazard Reporting System**

The Airport Operations staff has partnered with the Communications staff to develop and implement an on-line hazard reporting system. The system will allow any interested party including the public, through a link on the Authority's website, to report a condition or activity that they believe to be a safety concern. The system went live less than two weeks ago, and is one element of a comprehensive Safety Management System that will be required of all airports under a soon-to-be-released FAA regulation. CRAA staff has been proactive in developing the framework of the anticipated mandatory SMS, and is moving forward with implementation of several elements of the program.

### **Rebadging**

Over the last few months we have been reporting on the progress of the rebadging of all employees at Port Columbus who must access restricted areas of the airport. We are pleased to report that the effort has now been completed, and that it went smoothly despite an audit by the Department of Homeland Security Inspector General and staffing challenges. There are approximately 4100 badged employees at Port Columbus. Of those, approximately 3,500 renewed their badges. The remaining 600 badges expired on October 31 and those employees can no longer access any restricted area of the airport.

### **January Meeting**

At the January 2016 Board meeting, Roberts will share high level CRAA accomplishments for 2015 for and also discuss our top strategic priorities for 2016

Roberts wished everyone a wonderful and safe holiday season.

## **READING OF RESOLUTIONS**

**RESOLUTION #63-15** OF THE COLUMBUS REGIONAL AIRPORT AUTHORITY ADOPTING THE OPERATING AND CAPITAL BUDGETS, AND THE SCHEDULE OF FEES, RATES AND CHARGES FOR CALENDAR/FISCAL YEAR 2016.

MOVED: J. Miller;  
YEA: 8 NAY: 0

SECONDED: D. Casto  
ABSTAIN: \_\_\_\_\_

**RESOLUTION #64-15** OF THE COLUMBUS REGIONAL AIRPORT AUTHORITY AUTHORIZING THE EXECUTION OF A LEASE AGREEMENT WITH STAFFING SOLUTIONS SOUTHEAST, INC. dba PROLOGISTIX FOR SUITES A & B IN THE AIR CARGO 1 BUILDING LOCATED AT 7200 ALUM CREEK DRIVE AT RICKENBACKER INTERNATIONAL AIRPORT.

MOVED: W. Heifner;                      SECONDED: W. Heifner  
YEA: 8 NAY: 0                              ABSTAIN: \_\_\_\_\_

**RESOLUTION #65-15** OF THE COLUMBUS REGIONAL AIRPORT AUTHORITY AUTHORIZING A CONTRACT IN THE AMOUNT OF \$424,522 WITH BYERS CHEVROLET FOR THE PURCHASE OF SIXTEEN (16) NEW AND CURRENT MODEL YEAR CHEVROLET VEHICLES, PROJECTS #15039 & #15040, FOR USE AT PORT COLUMBUS AND RICKENBACKER INTERNATIONAL AIRPORTS.

MOVED: J. Miller;                              SECONDED: E. Kessler  
YEA: 7 NAY: 0                              ABSTAIN: W. Heifner\_\_\_\_\_

**RESOLUTION #66-15** OF THE COLUMBUS REGIONAL AIRPORT AUTHORITY TO AUTHORIZE AN INCREASE IN THE AMOUNT OF \$191,347 UNDER THE COOPERATIVE STATE OF OHIO STATE TERM SCHEDULE (STS) CONTRACT #534317 WITH PROTEAM SOLUTIONS, INC. FOR TEMPORARY PROFESSIONAL SERVICES STAFFING.

MOVED: E. Kessler;                              SECONDED: J. Miller  
YEA: 8 NAY: 0                              ABSTAIN: \_\_\_\_\_

**RESOLUTION #67-15** OF THE COLUMBUS REGIONAL AIRPORT AUTHORITY TO AUTHORIZE AN INCREASE IN THE AMOUNT OF \$197,600 TO PROFESSIONAL SERVICES MASTER AGREEMENT #ADMI-2015-PEO-2012-001-001 WITH NESCO RESOURCE COMPANY FOR TEMPORARY PROJECT MANAGEMENT STAFFING SERVICES AT PORT COLUMBUS INTERNATIONAL AIRPORT.

MOVED: J. Miller;                              SECONDED: T. Williams  
YEA: 8 NAY: 0                              ABSTAIN: \_\_\_\_\_

**RESOLUTION #68-15** OF THE COLUMBUS REGIONAL AIRPORT AUTHORITY TO AUTHORIZE AN INCREASE IN THE AMOUNT OF \$222,040 TO PROFESSIONAL SERVICES MASTER AGREEMENT #PEO-2013-0008 WITH THE SOPHIC GROUP, dba IMPROVING ENTERPRISES, FOR TEMPORARY PROJECT MANAGEMENT STAFFING SERVICES.

MOVED: W. Heifner;                              SECONDED: K. Ransier  
YEA: 8 NAY: 0                              ABSTAIN: \_\_\_\_\_

**RESOLUTION #69-15** OF THE COLUMBUS REGIONAL AIRPORT AUTHORITY TO AUTHORIZING A CONTRACT IN THE AMOUNT OF \$439,387 WITH BRÜEL & KJÆR EMS INC FOR SUPPORT, MAINTENANCE AND A RADAR DATA SUBSCRIPTION FOR THE AIRPORT NOISE AND OPERATIONS MONITORING SYSTEM AT PORT COLUMBUS INTERNATIONAL AIRPORT.

MOVED: E. Kessler;                              SECONDED: D. Casto  
YEA: 8 NAY: 0                              ABSTAIN: \_\_\_\_\_

**RESOLUTION #70-15** OF THE COLUMBUS REGIONAL AIRPORT AUTHORITY AUTHORIZING AN INCREASE TO THE CONSTRUCTION MANAGER AT RISK GUARANTEED MAXIMUM PRICE (GMP) CONTRACT WITH CORNA-KOKOSING IN AN AMOUNT NOT TO EXCEED \$7,325,911 FOR CONSTRUCTION MANAGER AT RISK SERVICES AT PORT COLUMBUS INTERNATIONAL AIRPORT WITH GMP AMENDMENTS SUBJECT TO REVIEW AND APPROVAL BY THE BOARD CHAIR AND FACILITIES AND SERVICES COMMITTEE CHAIR.

MOVED: F. Cipriano;                              SECONDED: J. Miller  
YEA: 8 NAY: 0                              ABSTAIN: \_\_\_\_\_

**RESOLUTION #71-15** OF THE COLUMBUS REGIONAL AIRPORT AUTHORITY AUTHORIZING A CONTRACT WITH CRAWFORD, MURPHY, & TILLY, INC. (CMT) IN AN AMOUNT NOT TO EXCEED \$400,000 FOR PROFESSIONAL ENGINEERING SERVICES ASSOCIATED WITH PROJECT #17020, LCK MODIFICATIONS OF STANDARDS (MOS) PHASE 1 IMPROVEMENTS AT RICKENBACKER INTERNATIONAL AIRPORT.

MOVED: W. Heifner;                              SECONDED: E. Kessler  
YEA: 8 NAY: 0                              ABSTAIN: \_\_\_\_\_

**RESOLUTION #72-15** OF THE COLUMBUS REGIONAL AIRPORT AUTHORITY AUTHORIZING AN INCREASE IN THE AMOUNT OF \$181,717 TO THE MASTER SERVICES AGREEMENT WITH WOOLPERT, INC., FOR ON-CALL CIVIL ENGINEERING SERVICES AT PORT COLUMBUS INTERNATIONAL, RICKENBACKER INTERNATIONAL, AND BOLTON FIELD AIRPORTS.

MOVED: J. Miller;  
YEA: 8 NAY: 0

SECONDED: E. Kessler  
ABSTAIN: \_\_\_\_\_

**RESOLUTION #73-15** OF THE COLUMBUS REGIONAL AIRPORT AUTHORITY AUTHORIZING A CONSTRUCTION CONTRACT IN THE AMOUNT OF \$3,350,825 WITH AMERIBRIDGE, LLC FOR THE AIRCRAFT GATE ELECTRIFICATION AND PRE-CONDITIONED AIR PROJECT AT PORT COLUMBUS INTERNATIONAL AIRPORT.

MOVED: E. Kessler;  
YEA: 8 NAY: 0

SECONDED: D. Casto  
ABSTAIN: \_\_\_\_\_

**RESOLUTION #74-15** OF THE COLUMBUS REGIONAL AIRPORT AUTHORITY AUTHORIZING THE EXECUTION OF A NEW CONCESSION AGREEMENT BETWEEN THE AUTHORITY AND RENTAL CAR OPERATORS AT PORT COLUMBUS INTERNATIONAL AIRPORT75

MOVED: J. Miller;  
YEA: 8 NAY: 0

SECONDED: T. Williams  
ABSTAIN: \_\_\_\_\_

**RESOLUTION #75-15** OF THE COLUMBUS REGIONAL AIRPORT AUTHORITY AUTHORIZING THE DESIGN, PURCHASE, AND INSTALLATION OF TWO HIGH RESOLUTION DIRECT VIEW LED VIDEO WALL SYSTEMS FOR THE TICKET LOBBY AREA AT PORT COLUMBUS INTERNATIONAL AIRPORT.

MOVED: J. Miller;  
YEA: 8 NAY: 0

SECONDED: K. Ransier  
ABSTAIN: \_\_\_\_\_

## OTHER BUSINESS

Roberts reported to Chair Tomasky that the next item of business is the Election of Officers.

Roberts reported that the CRAA By Laws, under Article III, permit a board member to serve up to two terms as Chair with a simple majority vote, and a third term provided the election of that third term is passed by a three-fourths vote of the full Board.

The Board, excluding abstentions from Chair Tomasky and Vice Chair Heifner, has deliberated and recommends that Susan Tomasky be reelected to a second term as Chair, and Bill Heifner be reelected to a second term as Vice Chair for the term commencing December 1, 2015 and expiring November 30, 2017.

Miller motioned; Cipriano seconded the motion. Motion carried unanimously.

Chair Tomasky reported that the CRAA Board of Directors does not have a board self-assessment process. Chair Tomasky will send a communication to the board members asking a few questions. Board members may respond and direct any questions to Chair Tomasky via e-mail or telephone.

Chair Tomasky reminded the Board there is no meeting in December. The next meeting will be held on Tuesday, January 26, 2016 at 4:00 p.m.

With no further business being brought before the board, Chair Tomasky adjourned the meeting at 5:10 p.m. on Tuesday, November 24, 2015.

Respectfully submitted,



Elaine Roberts, A.A.E.  
Secretary